

Hamilton Township
Warren County, Ohio

Financial Statements
December 31, 2015



Dave Yost • Auditor of State

Board of Trustees
Hamilton Township
7780 South State Route 48
Hamilton Township, OH 45039

We have reviewed the *Independent Auditor's Report* of Hamilton Township, Warren County, prepared by Bastin & Company, LLC, for the audit period January 1, 2015 through December 31, 2015. 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. Hamilton Township is responsible for compliance with these laws and regulations.

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Dave Yost
Auditor of State

June 14, 2016

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Hamilton Township
Warren County, Ohio

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Bastin & Company, LLC

Certified Public Accountants

INDEPENDENT AUDITOR'S REPORT

Hamilton Township
Warren County
7780 South State Route 48
Hamilton Township, Ohio 45039

To the Board of Trustees:

Report on the Financial Statements

We have audited the accompanying cash-basis financial statements of the governmental activities, each major fund, and the aggregate remaining fund information of Hamilton Township, Warren County, Ohio (the Township), as of and for the year ended December 31, 2015, and the related notes to the financial statements, which collectively comprise the Township'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 the cash accounting basis Note 2 describes. This responsibility includes determining that the cash accounting basis is acceptable for the circumstances. Management is also responsible for 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 Township'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 Township's internal control. Accordingly, we express no opinion. An audit also includes evaluating the appropriateness of management's accounting policies and the reasonableness of their significant accounting estimates, as well as our evaluation of the overall financial statement presentation.

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

Opinion

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective cash financial position of the governmental activities, each major fund, and the aggregate remaining fund information of Hamilton Township, Warren County, Ohio, as of December 31, 2015, and the respective changes in cash financial position thereof for the year then ended in accordance with the accounting basis described in Note 2.

Accounting Basis

We draw attention to Note 2 of the financial statements, which describes the accounting basis. The financial statements are prepared on the cash basis of accounting, which differs from generally accepted accounting principles. We did not modify our opinion regarding this matter.

Other Matters

Supplementary Information

Our audit was conducted to opine on the financial statements taken as a whole.

The budgetary comparison schedules for the General, Police, Fire and EMS and TIF Funds are not a required part of the financial statements. These budgetary comparison schedules are management's responsibility, and derive from and relate directly to the underlying accounting and other records used to prepare the basic financial statements. We subjected these schedules to the auditing procedures we applied to the basic financial statements. We also applied certain additional procedures, including comparing and reconciling these schedules directly to the underlying accounting and other records used to prepare the basic financial statements or to the basic financial statements themselves, and in accordance with auditing standards generally accepted in the United States of America. In our opinion, these schedules are fairly stated in all material respects in relation to the basic financial statements taken as a whole.

Other Information

We applied no procedures to Management's Discussion & Analysis as listed in the table of contents. Accordingly, we express no opinion or any other assurance on it.

Other Reporting Required by Government Auditing Standards

In accordance with *Government Auditing Standards*, we have also issued our report dated May 10, 2016, on our consideration of the Township's internal control over financial reporting and our tests of its compliance with certain provisions of laws, regulations, contracts and grant agreements and other matters. 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 Township's internal control over financial reporting and compliance.

A handwritten signature in cursive script that reads "Bastin & Company, LLC". The signature is written in black ink on a white background.

Cincinnati, Ohio
May 10, 2016

Hamilton Township
Warren County, Ohio
Management's Discussion and Analysis
Unaudited

This discussion and analysis of Hamilton Township (the Township's) financial performance provides an overall review of the Township's financial activities for the year ended December 31, 2015, (within the limitations of the Township's cash basis of accounting).

The intent of this discussion and analysis is to look at the Township's financial performance as a whole; readers should also review the financial statements and notes to the basic financial statements to enhance their understanding of the Township's financial performance.

Highlights

Key highlights for 2015 are as follows:

- The Township's total general receipts are primarily property taxes, other local taxes, and payments in lieu of taxes. General receipts represent \$8,542,735, or 87 percent, of the total cash received for governmental activities during the year.
- The Township had \$8,487,984 in disbursements; only \$1,281,760 of these disbursements were offset by program specific charges for services and sales, grants and contributions.
- Net position of governmental activities increased \$1,336,511, or 16 percent.

Using the Basic Financial Statements

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

Report Components

The statement of net position and the statement of activities provide information about the cash activities of the Township as a whole.

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

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

Hamilton Township
Warren County, Ohio
Management's Discussion and Analysis
Unaudited

Basis of Accounting

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

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

Reporting the Township as a Whole

The statement of net position and the statement of activities reflect how the Township did financially during 2015, within the limitations of the cash basis of accounting. The statement of net position presents the cash balances and investments of the governmental activities of the Township at year-end. The statement of activities compares cash disbursements with program receipts for each governmental program. Program receipts include charges paid by the recipient of the program's goods or services and grants and contributions restricted to meeting the operational or capital requirements of a particular program. General receipts are all receipts not classified as program receipts. The comparison of cash disbursements with program receipts identifies how each governmental function draws from the Township's general receipts.

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

The statement of net position and the statement of activities are comprised of governmental activities only.

Reporting the Township's Most Significant Funds

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

Hamilton Township
Warren County, Ohio
Management's Discussion and Analysis
Unaudited

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

The Township as a Whole

Table 1 provides a summary of the Township's net position for 2015 and 2014 on the cash basis:

(Table 1)
Net Position

	Governmental Activities		
	2015	2014	Change
Assets			
Equity in Pooled Cash and Cash Equivalents	<u>\$9,731,005</u>	<u>\$8,394,494</u>	<u>\$1,336,511</u>
Net Position			
Restricted for:			
Roads and Bridges	\$ 577,721	\$ 276,373	\$ 301,348
Cemeteries	40,196	21,766	18,430
Police Protection	1,799,461	1,603,784	195,677
Fire and EMS Services	4,429,990	3,836,465	593,525
Street Lighting	68,348	113,063	(44,715)
Purposes of TIF Agreement	1,876,429	1,923,609	(47,180)
Unrestricted	<u>938,860</u>	<u>619,434</u>	<u>319,426</u>
Total Net Position	<u>\$9,731,005</u>	<u>\$8,394,494</u>	<u>\$1,336,511</u>

As mentioned previously, net position of governmental activities increased \$1,336,511, or 16 percent, during 2015. The increase in net position is primarily due to management's continuing efforts to reduce expenditures and to increase the efficiency with which the Township provides services.

Hamilton Township
Warren County, Ohio
Management's Discussion and Analysis
Unaudited

Table 2 reflects the changes in net position on a cash basis in 2015 and 2014.

(Table 2)
Change in Net Position

	<u>Governmental Activities</u>	
	<u>2015</u>	<u>2014</u>
Receipts:		
Program Receipts:		
Charges for Services and Sales	\$ 1,011,615	\$ 1,043,994
Operating Grants and Contributions	270,145	267,256
Capital Grants and Contributions	-	32,068
Total Program Receipts	<u>1,281,760</u>	<u>1,343,318</u>
General Revenues:		
Property and Other Local Taxes	6,074,509	5,944,388
Payments in Lieu of Taxes	1,065,114	1,033,892
Grants and Entitlements not Restricted to Specific Programs	1,239,735	1,282,991
Earnings on Investments	8,461	6,366
Miscellaneous	154,916	358,452
Total General Receipts	<u>8,542,735</u>	<u>8,626,089</u>
Total Receipts	<u>9,824,495</u>	<u>9,969,407</u>
Disbursements:		
Current		
General Government	699,918	829,664
Public Safety	5,076,279	5,542,273
Public Works	1,789,989	1,344,421
Public Health	38,632	36,940
Human Services	0	541
Conservation-Recreation	131,842	156,999
Service Payments to Schools	498,729	540,370
Debt Service		
Principal	203,070	203,070
Interest and Fiscal Charges	49,525	53,125
Total Disbursements	<u>8,487,984</u>	<u>8,707,403</u>
Change in Net Position	1,336,511	1,262,004
Net Position at Beginning of Year	<u>8,394,494</u>	<u>7,132,490</u>
Net Position at End of Year	<u>\$ 9,731,005</u>	<u>\$ 8,394,494</u>

Hamilton Township
Warren County, Ohio
Management's Discussion and Analysis
Unaudited

Program receipts represent only 13 percent of total receipts during both 2015 and 2014, and are primarily comprised of restricted intergovernmental receipts such as state grants, zoning permits and inspection fees, cell tower fees, fines and forfeitures and charges for emergency medical services provided by the fire department.

General receipts represent 87% of the Township's total receipts during both 2015 and 2014. Property, other local taxes and payments in lieu of taxes comprised 84% and 81% of general receipts for 2015 and 2014, respectively. Grants and entitlements not restricted to specific programs make up 13 percent of total receipts for both 2015 and 2014, and include revenue from the State of Ohio (i.e., Local Government Funds, Estate Tax, Homestead and Rollback allocation, etc.). Other receipts are insignificant and somewhat unpredictable receipt sources.

Disbursements for general government represent the overhead costs of running the Township and the support services provided for other government activities. These include the costs associated with providing Township administration, accounting, and planning & zoning.

Public safety represents the costs of police and fire protection and emergency medical services, which makes up 60% and 64% of the total disbursements for 2015 and 2014, respectively. Public Works includes the costs for the Road & Bridge Fund as well as the lighting districts, and makes up 21% and 15% of the total disbursements for 2015 and 2014, respectively. Public health includes the cost to maintain the Township's Cemetery, and Conservation-Recreation includes the personnel and maintenance costs for all of the Township's parks. Service payments to schools reports payments made to local school districts in accordance with the Township's TIF agreement.

Governmental Activities

If you look at the Statement of Activities, you will see that the first column lists the major services provided by the Township. The next column identifies the costs of providing these services. The major program disbursements for governmental activities are for the protection and safety of the residents, both police and fire, which account for \$5,076,279 and \$5,542,273, or 60% and 64% of all governmental disbursements for 2015 and 2014, respectively. The next three columns of the Statement entitled Program Receipts identify amounts paid by people who are directly charged for the service and grants received by the Township that must be used to provide a specific service. The Net (Disbursements) Receipts column compares the program receipts to the cost of the service. This "net cost" amount represents the cost of the service which ends up being paid from money provided by local taxpayers. These net costs are paid from the general receipts which are presented at the bottom of the Statement.

Hamilton Township
Warren County, Ohio
Management's Discussion and Analysis
Unaudited

A comparison between the total cost of services and the net cost of services for 2015 and 2014 is presented in Table 3.

(Table 3)
 Governmental Activities

	Total Cost of Services 2015	Net Cost of Services 2015	Total Cost of Services 2014	Net Cost of Services 2014
Current				
General Government	\$ 699,918	\$ 635,661	\$ 829,664	\$ 458,718
Public Safety	5,076,279	4,544,623	5,542,273	5,170,330
Public Works	1,789,989	1,247,015	1,344,421	784,023
Public Health	38,632	2,765	36,940	6,030
Human Services	-	-	541	541
Conservation-Recreation	131,842	24,836	156,999	147,878
Service Payments to Schools	498,729	498,729	540,370	540,370
Debt Service				
Principal	203,070	203,070	203,070	203,070
Interest and Fiscal Charges	49,525	49,525	53,125	53,125
Total Disbursements	<u>\$ 8,487,984</u>	<u>\$ 7,206,224</u>	<u>\$ 8,707,403</u>	<u>\$ 7,364,085</u>

The dependence upon property tax and intergovernmental receipts is apparent as 85 percent of governmental activities are supported through these general receipts for both 2015 and 2014. Further, with a constant focus on reducing expenses, in 2015 the Township's total disbursements of \$8,487,984 were less than total general receipts of \$8,542,735 further contributing to the positive change in net position from 2014 to 2015 of \$1,336,511.

The Government's Funds

Information about the Township's major funds is reported on the Statement of Assets and Fund Balances – Cash Basis and the Statement of Receipts, Disbursements and Changes in Fund Balances – Cash Basis. Total governmental funds had receipts of \$9,824,495 in 2015, while total disbursements were \$8,487,984.

The fund balance of the General Fund increased \$319,426 from the prior year. This was primarily due to management's continuing efforts to reduce expenditures.

General Fund Budgeting Highlights

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

The General Fund's final budgeted disbursements were \$1,695,602 while actual disbursements came in at \$1,402,401, which put the Township's disbursements under budget by 17 percent.

The General Fund's final budgeted receipts were \$1,180,082 while actual receipts came in at \$1,193,463, which resulted in a positive budget variance of 1%.

Hamilton Township
Warren County, Ohio
Management's Discussion and Analysis
Unaudited

Overall, the Township ended the year with \$307,673 more in the General Fund than what was estimated in the final budget.

Capital Assets and Debt Administration

Capital Assets - The Township maintains inventory records on the Township's capital equipment and performs routine updates. The Township does not report non-cash assets on the financial statements.

Debt - At December 31, 2015, the Township's outstanding debt totaled \$1,795,621. For further information regarding the Township's debt, refer to Note 8 to the basic financial statements.

Current Issues

The challenge for all townships is to provide quality services to the public while staying within the restrictions imposed by limited funding. The Township's financial condition continued to improve during 2015 as evidenced by the positive change in net position of \$1,336,511. The Township intends to continue this positive financial momentum by carefully monitoring the activity in all of the Township's funds and by taking actions necessary to keep our funds, and the Township as a whole, on stable financial ground.

Contacting the Government's Financial Management

This financial report is designed to provide our citizens, taxpayers, investors, and creditors with a general overview of the Township's finances and to reflect the Township's accountability for the monies it receives. Questions concerning any of the information in this report or requests for additional information should be directed to the Fiscal Office at 7780 South State Route 48, Hamilton Township, Ohio 45039.

Hamilton Township
Warren County, Ohio
Statement of Net Position - Cash Basis
December, 31, 2015

	Governmental Activities
Assets	
Equity in Pooled Cash and Cash Equivalents	\$ 9,731,005
<i>Total Assets</i>	<i>\$ 9,731,005</i>
 Net Position	
Restricted for:	
Roads and Bridges	\$ 577,721
Cemeteries	40,196
Police Protection	1,799,461
Fire and EMS Services	4,429,990
Street Lighting	68,348
Purposes of TIF Agreement	1,876,429
Unrestricted	938,860
<i>Total Net Position</i>	<i>\$ 9,731,005</i>

See accompanying notes to the basic financial statements

Hamilton Township
Warren County, Ohio
Statement of Activities - Cash Basis
For the Year Ended December 31, 2015

	Program Cash Receipts				Net (Disbursements) Receipts and Changes in Net Position
	Cash Disbursements	Charges for Services and Sales	Operating Grants and Contributions	Capital Grants and Contributions	Total Governmental Activities
Governmental Activities					
Current:					
General Government	\$ 699,918	\$ 64,257	\$ -	\$ -	\$ (635,661)
Public Safety	5,076,279	480,068	51,588	-	(4,544,623)
Public Works	1,789,989	324,417	218,557	-	(1,247,015)
Public Health	38,632	35,867	-	-	(2,765)
Conservation-Recreation	131,842	107,006	-	-	(24,836)
Service Payments to Schools	498,729	-	-	-	(498,729)
Debt Service:					
Principal Retirement	203,070	-	-	-	(203,070)
Interest and Fiscal Charges	49,525	-	-	-	(49,525)
<i>Total Governmental Activities</i>	<u>\$ 8,487,984</u>	<u>\$ 1,011,615</u>	<u>\$ 270,145</u>	<u>\$ -</u>	<u>(7,206,224)</u>

General Receipts:

Property and Other Taxes Levied for:	
General Purposes	591,460
Public Safety	4,634,386
Public Works	848,663
Payments in Lieu of Taxes	1,065,114
Grants and Entitlements not Restricted to Specific Programs	1,239,735
Earnings on Investments	8,461
Miscellaneous	154,916
	<u>8,542,735</u>
Total General Receipts	<u>8,542,735</u>
<i>Change in Net Position</i>	1,336,511
<i>Net Position Beginning of Year</i>	<u>8,394,494</u>
<i>Net Position End of Year</i>	<u>\$ 9,731,005</u>

See accompanying notes to the basic financial statements

Hamilton Township
Warren County, Ohio
Statement of Assets and Fund Balances - Cash Basis
Governmental Funds
December 31, 2015

	General Fund	Police Fund	Fire and EMS Fund	TIF Fund	Other Governmental Funds	Total Governmental Funds
Assets						
Equity in Pooled Cash and Cash Equivalents	\$ 938,860	\$ 1,702,223	\$ 4,123,779	\$ 1,876,429	\$ 1,089,714	\$ 9,731,005
<i>Total Assets</i>	<u>\$ 938,860</u>	<u>\$ 1,702,223</u>	<u>\$ 4,123,779</u>	<u>\$ 1,876,429</u>	<u>\$ 1,089,714</u>	<u>\$ 9,731,005</u>
Fund Balances						
Restricted						
Roads and Bridges	\$ -	\$ -	\$ -	\$ -	\$ 577,721	\$ 577,721
Cemeteries	-	-	-	-	40,196	40,196
Police Protection	-	1,702,223	-	-	97,238	1,799,461
Fire and EMS Services	-	-	4,123,779	-	306,211	4,429,990
Street Lighting	-	-	-	-	68,348	68,348
Purposes of TIF Agreement	-	-	-	1,876,429	-	1,876,429
Total Restricted	<u>-</u>	<u>1,702,223</u>	<u>4,123,779</u>	<u>1,876,429</u>	<u>1,089,714</u>	<u>8,792,145</u>
Assigned						
Encumbrances	43,127	-	-	-	-	43,127
Unassigned (Deficit)						
	<u>895,733</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>895,733</u>
<i>Total Fund Balances</i>	<u>\$ 938,860</u>	<u>\$ 1,702,223</u>	<u>\$ 4,123,779</u>	<u>\$ 1,876,429</u>	<u>\$ 1,089,714</u>	<u>\$ 9,731,005</u>

See accompanying notes to the basic financial statements

Hamilton Township
Warren County, Ohio
Statement of Receipts, Disbursements and Changes in Fund Balances - Cash Basis
Governmental Funds
For the Year Ended December 31, 2015

	General Fund	Police Fund	Fire and EMS Fund	TIF Fund	Other Governmental Funds	Total Governmental Funds
Receipts						
Property and Other Local Taxes	\$ 591,460	\$ 1,938,383	\$ 2,696,003	\$ -	\$ 848,663	\$ 6,074,509
Payments in Lieu of Taxes	-	-	-	1,065,114	-	1,065,114
Charges for Services	30,797	85,080	13,908	-	339,879	469,664
Licenses, Permits and Fees	160,222	9,600	-	-	23,917	193,739
Fines and Forfeitures	-	17,936	-	-	1	17,937
Intergovernmental	281,391	319,557	433,377	-	332,509	1,366,834
Special Assessments	-	-	-	-	324,417	324,417
Earnings on Investments	4,674	-	-	-	3,787	8,461
Miscellaneous	124,919	73,306	60,281	-	45,314	303,820
<i>Total Receipts</i>	<u>1,193,463</u>	<u>2,443,862</u>	<u>3,203,569</u>	<u>1,065,114</u>	<u>1,918,487</u>	<u>9,824,495</u>
Disbursements						
Current:						
General Government	686,353	-	-	13,565	-	699,918
Public Safety	-	2,116,645	2,716,213	-	229,170	5,062,028
Public Works	496,814	-	-	-	1,248,961	1,745,775
Health	21,195	-	-	-	17,437	38,632
Conservation-Recreation	131,842	-	-	-	-	131,842
Service Payments to Schools	-	-	-	498,729	-	498,729
Capital Outlay	-	4,599	-	-	53,866	58,465
Debt Service:						
Principal Retirement	23,070	-	-	-	180,000	203,070
Interest and Fiscal Charges	-	-	-	-	49,525	49,525
<i>Total Disbursements</i>	<u>1,359,274</u>	<u>2,121,244</u>	<u>2,716,213</u>	<u>512,294</u>	<u>1,778,959</u>	<u>8,487,984</u>
<i>Excess of Receipts Over (Under) Disbursements</i>	<u>(165,811)</u>	<u>322,618</u>	<u>487,356</u>	<u>552,820</u>	<u>139,528</u>	<u>1,336,511</u>
Other Financing Sources (Uses)						
Transfers In	600,000	-	-	-	229,525	829,525
Transfers Out	(114,763)	(114,762)	-	(600,000)	-	(829,525)
Advances In	185,000	-	-	-	185,000	370,000
Advances Out	(185,000)	-	-	-	(185,000)	(370,000)
<i>Total Other Financing Sources (Uses)</i>	<u>485,237</u>	<u>(114,762)</u>	<u>-</u>	<u>(600,000)</u>	<u>229,525</u>	<u>-</u>
<i>Net Change in Fund Balances</i>	319,426	207,856	487,356	(47,180)	369,053	1,336,511
<i>Fund Balances Beginning of Year</i>	<u>619,434</u>	<u>1,494,367</u>	<u>3,636,423</u>	<u>1,923,609</u>	<u>720,661</u>	<u>8,394,494</u>
<i>Fund Balances End of Year</i>	<u>\$ 938,860</u>	<u>\$ 1,702,223</u>	<u>\$ 4,123,779</u>	<u>\$ 1,876,429</u>	<u>\$ 1,089,714</u>	<u>\$ 9,731,005</u>

See accompanying notes to the basic financial statements

Hamilton Township
Warren County, Ohio
Notes to the Basic Financial Statements
For the Year Ended December 31, 2015

Note 1 – Reporting Entity

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

Primary Government

The primary government consists of all funds, departments, boards and agencies that are not legally separate from the Township. The Township provides general government services, maintenance of Township roads and bridges, police and fire protection, emergency medical services, and cemetery maintenance.

Component Units

Component units are legally separate organizations for which the Township is financially accountable. The Township is financially accountable for an organization if the Township appoints a voting majority of the organization's governing board; and (1) the Township is able to significantly influence the programs or services performed or provided by the organization; or (2) the Township is legally entitled to or can otherwise access the organization's resources; the Township is legally obligated or has otherwise assumed the responsibility to finance the deficits of, or provide support to, the organization; or the Township is obligated for the debt of the organization. Component units may also include organizations for which the Township authorizes the issuance of debt or the levying of taxes or determines the budget if there is also the potential for the organization to provide specific financial benefits to, or impose specific financial burdens on the Township. Component units also include legally separate, tax-exempt entities whose resources are for the direct benefit of the Township, accessible to the Township, and significant in amount to the Township. The Township has no component units.

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

Note 2 – Summary of Significant Accounting Policies

These financial statements are presented on a cash basis of accounting. This cash basis of accounting differs from accounting principles generally accepted in the United States of America (GAAP). Generally accepted accounting principles include all relevant Governmental Accounting Standards Board (GASB) pronouncements, which have been applied to the extent they are applicable to the cash basis of accounting. Following are the more significant of the Township's accounting policies.

Basis of Presentation

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

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Government-Wide Financial Statements

The statement of net position and the statement of activities display information about the Township as a whole. These statements include the financial activities of the primary government. The statements report the governmental activities of the Township. Governmental activities are activities that generally are financed through taxes, intergovernmental receipts or other nonexchange transactions.

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

Fund Financial Statements

During the year, the Township segregates transactions related to certain Township functions or activities in separate funds to aid financial management and to demonstrate legal compliance. Fund financial statements are designed to present financial information of the Township at this more detailed level. The focus of governmental fund financial statements is on major funds. Each major fund is presented in a separate column. Nonmajor funds are aggregated and presented in a single column.

Fund Accounting

The Township uses fund accounting to maintain its financial records during the year. A fund is defined as a fiscal and accounting entity with a self-balancing set of accounts. Funds are used to segregate resources that are restricted as to use. For the year ended December 31, 2015, the Township's funds are all categorized as governmental funds.

Governmental Funds

The Township classifies funds financed primarily from taxes, intergovernmental receipts (e.g. grants), and other nonexchange transactions as governmental funds. The following are the Township's major governmental funds:

General Fund: This fund accounts for and reports all financial resources not accounted for and reported in another fund. The general fund balance is available to the Township for any purpose provided it is expended or transferred according to the general laws of Ohio.

Police Fund: This fund accounts for proceeds from property taxes and other cash receipts restricted for police department operations and protection services.

Fire and EMS Fund: This fund accounts for proceeds from property taxes and other cash receipts restricted for fire department and life squad protection and emergency services.

TIF Fund: This fund accounts for and reports resources that are restricted in accordance with the Township's tax increment financing (TIF) agreement.

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Notes to the Basic Financial Statements
For the Year Ended December 31, 2015

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

Basis of Accounting

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

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

Equity in Pooled Cash and Cash Equivalents

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

Investments are reported as assets. Accordingly, purchases of investments are not recorded as disbursements, and sales of investments are not recorded as receipts. Gains or losses at the time of sale are recorded as receipts or negative receipts, respectively.

During 2015, the Township invested pooled funds in certificates of deposit. The certificates of deposit are reported at cost.

Interest earnings are allocated to Township funds according to State statutes, grant requirements, or debt related restrictions. Interest receipts credited to the General Fund during 2015 were \$4,674.

Inventory and Prepaid Items

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

Capital Assets

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

Accumulated Leave

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

Employer Contributions to Cost-Sharing Pension Plans

The Township recognizes the disbursement for employer contributions to cost-sharing pension plans when they are paid. As described in Notes 6 and 7, the employer contributions include portions for pension benefits and for postretirement healthcare benefits.

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Warren County, Ohio
Notes to the Basic Financial Statements
For the Year Ended December 31, 2015

Long-Term Obligations

The Township's cash basis financial statements do not report liabilities for bonds or other long-term obligations. Proceeds of debt are reported when the cash is received and principal and interest payments are reported when paid. Since recording a capital asset when entering into a capital lease is not the result of a cash transaction, neither an other financing source nor a capital outlay expenditure is reported at inception. Lease payments are reported when paid.

Net Position

Net position is reported as restricted when there are limitations imposed on its use either through enabling legislation or through external restrictions imposed by creditors, grantors, or laws or regulations of other governments. Net position restricted for other purposes includes resources restricted for maintaining roads and bridges, cemeteries, police, fire and EMS, street lighting and TIF-related services. The Township's policy is to first apply restricted resources when an obligation is incurred for purposes for which both restricted and unrestricted net position is available.

Fund Balance

Fund balance is divided into five classifications based primarily on the extent to which the Township is bound to observe constraints imposed upon the use of the resources in the governmental funds. The classifications are as follows:

Nonspendable: The nonspendable fund balance category includes amounts that cannot be spent because they are not in spendable form, or are legally or contractually required to be maintained intact. The "not in spendable form" criterion includes items that are not expected to be converted to cash. It also includes the long-term amount of interfund loans.

Restricted: Fund balance is reported as restricted when constraints placed on the use of resources are either externally imposed by creditors (such as through debt covenants), grantors, contributors, or laws or regulations of other governments; or is imposed by law through constitutional provisions.

Committed: The committed fund balance classification includes amounts that can be used only for the specific purposes imposed by formal action (resolution) of Township Trustees. Those committed amounts cannot be used for any other purpose unless the Township Trustees remove or change the specified use by taking the same type of action (resolution) it employed to previously commit those amounts. Committed fund balance also incorporates contractual obligations to the extent that existing resources in the fund have been specifically committed for use in satisfying those contractual requirements.

Assigned: Amounts in the assigned fund balance classification are intended to be used by the Township for specific purposes but do not meet the criteria to be classified as restricted or committed. In governmental funds other than the general fund, assigned fund balance represents the remaining amount that is not restricted or committed. In the general fund, assigned amounts represent intended uses established by Township Trustees or a Township official delegated that authority by resolution, or by State Statute.

Unassigned: Unassigned fund balance is the residual classification for the General Fund and includes amounts not contained in the other classifications. In other governmental funds, the unassigned classification is used only to report a deficit balance.

Hamilton Township
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The Township applies restricted resources first when expenditures are incurred for purposes for which either restricted or unrestricted (committed, assigned, and unassigned) amounts are available. Similarly, within unrestricted fund balance, committed amounts are reduced first followed by assigned, and then unassigned amounts when expenditures are incurred for purposes for which amounts in any of the unrestricted fund balance classifications could be used.

Interfund Transactions

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

Note 3 – Deposits and Investments

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

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

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

Interim deposits are deposits of 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 passbook accounts.

Interim monies held by the Township can be deposited or invested in the following securities:

1. United States Treasury bills, bonds, notes, or any other obligation or security issued by the United States Treasury, or any other obligation guaranteed as to principal and interest by the United States;
2. Bonds, notes, debentures, or any other obligation or security issued by any federal government agency or instrumentality including, but not limited to, the Federal National Mortgage Association, Federal Home Loan Bank, Federal Farm Credit Bank, Federal Home Loan Mortgage Corporation, Government National Mortgage Association, and Student Loan Marketing Association. All federal agency securities shall be direct issuances of federal government agencies or instrumentalities;
3. Written repurchase agreements in the securities listed above provided the market value of the securities subject to the repurchase agreement must exceed the principal value of the agreement by at least two percent and be marked to market daily, and the term of the agreement must not exceed thirty days;

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Notes to the Basic Financial Statements
For the Year Ended December 31, 2015

4. Bonds and other obligations of the State of Ohio or Ohio local governments;
5. Time certificates of deposit or savings or deposit accounts including, but not limited to, passbook accounts;
6. No-load money market mutual funds consisting exclusively of obligations described in items 1 and 2 above.
7. The State Treasurer’s investment pool (STAR Ohio).

Investments in stripped principal or interest obligations, reverse repurchase agreements, and derivatives are prohibited. The issuance of taxable notes for the purpose of arbitrage, the use of leverage, and short selling are also prohibited. An investment must mature within five years from the date of purchase, unless matched to a specific obligation or debt of the Township, and must be purchased with the expectation that it will be held to maturity.

Investments may only be made through specified dealers and institutions. Payment for investments may be made only upon delivery of the securities representing the investments to the clerk/treasurer or, if the securities are not represented by a certificate, upon receipt of confirmation of transfer from the custodian.

Deposits

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

As of December 31, 2015, the Township had the following investments:

<u>Investment Type</u>	<u>Carrying Value</u>	<u>Investment Maturities (in Years)</u>			
		<u>Less than 1</u>	<u>1-2</u>	<u>3-5</u>	<u>More than 5</u>
Bank Certificates of Deposit	\$3,111,728	\$3,111,728	\$ -	\$ -	\$ -

Interest rate risk arises because potential purchasers of debt securities will not agree to pay face value for those securities if interest rates subsequently increase. The Township’s investment policy addresses interest rate risk by requiring that the Township’s investment portfolio be structured so that securities mature to meet cash requirements for ongoing operations and/or long-term debt payments, thereby avoiding the need to sell securities on the open market prior to maturity, and by investing operating funds primarily in short term investments.

Custodial Credit Risk – For an investment, custodial credit risk is the risk that, in the event of the failure of the counterparty, the Township will not be able to recover the value of its investments or collateral securities that are in the possession of an outside party. The Township has no investment policy dealing with investment custodial risk beyond the requirements in ORC 135.14(M)(2) which states, “Payment for investments shall be made only upon the delivery of securities representing such investments to the treasurer, investing authority, or qualified trustee. If the securities transferred are not represented by a certificate, payment shall be made only upon receipt of confirmation of transfer from the custodian by the treasurer, governing board, or qualified trustee.”

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Concentration of Credit Risk – The Township places no limit on the amount it may invest in any one issuer. At December 31, 2015, no investments held represented ten percent or more of total investments.

Reconciliation of Equity in Pooled Cash and Cash Equivalents

The following is a reconciliation of pooled cash and cash equivalents to the statement of net position as of the year ended December, 31, 2015:

Bank Certificates of Deposit	\$	3,111,728
Carrying Amount of Township's Deposits		<u>6,619,277</u>
		<u><u>\$ 9,731,005</u></u>

Note 4 – Property Taxes

Property taxes include amounts levied against all real and public utility property located in the Township. Property tax revenue received during 2015 for real and public utility property taxes represents collections of 2014 taxes.

2015 real property taxes are levied after October 1, 2015, on the assessed value as of January 1, 2015, the lien date. Assessed values are established by State law at 35 percent of appraised market value. 2015 real property taxes are collected in and intended to finance 2016.

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.

Public utility personal property currently is assessed at varying percentages of true value; public utility real property is assessed at 35 percent of true value. 2015 public utility property taxes which became a lien December 31, 2014, are levied after October 1, 2015, and are collected in 2016 with real property taxes.

The full tax rate for all Township operations for the year ended December 31, 2015, was \$6.30 per \$1,000 of assessed value. The assessed values of real property and public utility tangible property upon which 2015 property tax receipts were based are as follows:

Real Property Tax Assessed Valuation	\$	566,385,730
Public Utility Personal Property Assessed Valuation		<u>18,623,420</u>
Total		<u><u>\$ 585,009,150</u></u>

The County Treasurer collects property taxes on behalf of all taxing districts in the county, including the Township. The County Auditor periodically remits to the Township its portion of the taxes collected.

Hamilton Township
Warren County, Ohio
Notes to the Basic Financial Statements
For the Year Ended December 31, 2015

Note 5 – Risk Management

The Township is exposed to various risks of loss related to torts; theft of, damage to, and destruction of assets; errors and omissions; injuries to employees; and natural disasters. During 2015, the Township contracted for various types of insurance coverage including general liability, property, vehicles and errors and omissions.

Settled claims have not exceeded coverage in any of the last three years and there was no significant reduction in coverage from the prior year.

The Township 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 costs. The System administers and pays all claims.

Note 6 - Defined Benefit Pension Plan

Ohio Public Employees Retirement System

The Township participates in the Ohio Public Employees Retirement System (OPERS). OPERS administers three separate pension plans. The Traditional Pension Plan is a cost-sharing, multiple-employer defined benefit pension plan. The Member-Directed Plan is a defined contribution plan in which the member invests both member and employer contributions (employer contributions vest over five years at 20.00% per year). Under the Member-Directed Plan, members accumulate retirement assets equal to the value of the member and vested employer contributions plus any investment earnings. The Combined Plan is a cost-sharing, multiple-employer defined benefit pension plan. Under the Combined Plan, OPERS invests employer contributions to provide a formula retirement benefit similar in nature to, but less than, the Traditional Pension 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.

OPERS provides retirement, disability, survivor and death benefits, and annual cost-of-living adjustments to members of the Traditional Pension and Combined Plans. Members of the Member-Directed Plan do not qualify for ancillary benefits. Authority to establish and amend benefits is provided by Chapter 145 of the Ohio Revised Code. OPERS issues a stand-alone financial report. Interested parties may obtain a copy by writing to OPERS, 277 East Town Street, Columbus, Ohio 43215-4642, or by calling 614-222-5601 or 800-222-7377.

The Ohio Revised Code provides statutory authority for member and employer contributions. For 2015, member and employer contribution rates were consistent across all three plans. While members in the state and local divisions may participate in all three plans, law enforcement and public safety divisions exist only within the Traditional Pension Plan. The 2015 member contribution rates were 10.00% of covered payroll for members in state and local classifications. Public safety and law enforcement members contributed 12.00% and 13.00%, respectively.

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The Township's 2015 contribution rate was 14.00% percent of covered payroll. The law enforcement and public safety division employer contribution rate was 18.10% of covered payroll. The portion of employer contributions used to fund pension benefits is net of post-employment health care benefits. The portion of employer contributions allocated to health care for members in both the Traditional and Combined Plans was 2.00% during calendar year 2015.

The Township's required contributions for pension obligations to the traditional pension and combined plans for the years ended December 31, 2015, 2014 and 2013, were \$318,196, \$316,371 and \$313,764, respectively. The full amount has been contributed for 2015, 2014 and 2013.

Ohio Police and Fire Pension Fund

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

From January 1, 2015 through July 1, 2015, plan members were required to contribute 11.50% of their annual covered salary. From July 2, 2015 through December 31, 2015, plan members were required to contribute 12.25% of their annual covered salary. Throughout 2015, employers were required to contribute 19.50% and 24.00%, respectively, for police officers and firefighters.

The Township's contributions to OP&F for the years ending December 31, 2015, 2014 and 2013 were \$205,994, \$223,812 and \$182,277, respectively. The full amount has been contributed for 2015, 2014 and 2013.

Note 7 - Postemployment Benefits

Ohio Public Employees Retirement System

Plan Description

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

OPERS maintains a cost-sharing multiple-employer defined benefit post-employment health care plan, which includes a medical plan, a 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.

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

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

Funding Policy

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

Employer contribution rates are expressed as a percentage of the covered payroll of active members. In 2015, state and local employers contributed at a rate of 14.00% of covered payroll, and public safety and law enforcement employers contributed at 18.10%. These are the maximum employer contribution rates permitted by the Ohio Revised Code. Active members do not make contributions to the OPEB plan.

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

The portion of employer contributions allocated to health care for members in both the Traditional and Combined Plans was 2.00% during calendar year 2015. The OPERS Board of Trustees is also authorized to established rules for the retirees or their surviving beneficiaries to pay a portion of the health care benefits provided. Payment amounts vary depending on the number of covered dependents and the coverage selected.

The Township's contributions allocated to fund post-employment health care benefits for the years ended December 31, 2015, 2014 and 2013, were \$40,395, \$40,163 and \$19,861, respectively. The full amount has been contributed for 2015, 2014 and 2013.

Changes to the Health Care Preservation Plan (HCPP) were adopted by the OPERS Board of Trustees on September 19, 2012, with a transition plan commencing January 1, 2014. With the recent passage of pension legislation under SB 343 and the approved health care changes, OPERS expects to be able to consistently allocate 4.00% of the employer contributions toward the health care fund after the end of the transition period.

Ohio Police and Fire Pension Fund
Plan Description

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

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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 No. 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 is codified in Chapter 742 of the Ohio Revised Code.

Funding Policy

The Ohio Revised Code provides for contribution requirements of the participating employers and of plan members to the OP&F defined benefit pension plan. Participating employers are required to contribute to the pension plan at rates expressed as percentages of the payroll of active pension plan members, currently, 19.50% and 24.00% of covered payroll for police and fire employers, respectively.

The Ohio Revised Code states that the employer contribution may not exceed 19.50% of covered payroll for police employer units and 24.00% of covered payroll for fire employer units. Active members do not make contributions to the OPEB Plan.

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

The Board of Trustees is authorized to allocate a portion of the total employer contributions made into the pension plan to the Section 115 trust and the Section 401(h) account as the employer contribution for retiree health care benefits.

The portion of employer contribution allocated to the health care plan was 0.5% of covered payroll from January 1, 2015 through December 31, 2015. The amount of employer contributions allocated to the health care plan each year is subject to the Trustees' primary responsibility to ensure that pension benefits are adequately funded and is limited by the provisions of Sections 115 and 401(h).

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

The Township's contributions to OP&F which were allocated to fund postemployment healthcare benefits for firefighters were \$4,326, \$4,700 and \$28,617 for the years ended December 31, 2015, 2014 and 2013, respectively. The full amount has been contributed for 2015, 2014 and 2013.

Hamilton Township
Warren County, Ohio
Notes to the Basic Financial Statements
For the Year Ended December 31, 2015

Note 8 – Debt

A summary of the Township’s long-term debt activity for the year ended December 31, 2015, was as follows:

	Beginning Balance	Additions	Deletions	Ending Balance	Due Within One Year
Governmental Activities:					
General Obligation:					
Series 2011 Bonds - 2% to 4%	\$ 1,445,000	\$ -	\$ (180,000)	\$ 1,265,000	\$ 180,000
OPWC Loan Payable - 0%	553,691	-	(23,070)	530,621	23,070
Total Governmental Activities	<u>\$ 1,998,691</u>	<u>\$ -</u>	<u>\$ (203,070)</u>	<u>\$ 1,795,621</u>	<u>\$ 203,070</u>

The general obligation bonds and OPWC loan payable are supported by the full faith and credit of the Township and are payable from unvoted property tax receipts to the extent that other resources are not available to meet annual principal and interest payments.

The following is a summary of the Township’s future annual debt service requirements:

	Series 2011 Bonds		OPWC Loan Payable	
	Principal	Interest	Principal	Interest
2016	\$ 180,000	\$ 45,925	\$ 23,070	\$ -
2017	110,000	38,725	23,070	-
2018	110,000	34,325	23,070	-
2019	105,000	31,025	23,070	-
2020	105,000	27,875	23,070	-
2021-2025	480,000	88,675	115,350	-
2026-2030	175,000	10,400	115,350	-
2031-2035	-	-	115,350	-
2036-2038	-	-	69,221	-
Total	<u>\$ 1,265,000</u>	<u>\$ 276,950</u>	<u>\$ 530,621</u>	<u>\$ -</u>

The Ohio Revised Code provides that net general obligation debt of the Township, exclusive of certain exempt debt, issued without a vote of the electors shall never exceed 5.5 percent of the tax valuation of the Township. The Revised Code further provides that total voted and unvoted net debt of the Township less the same exempt debt shall never exceed amount equal to 10.5 percent of its tax valuation. The effects of the debt limitations at December 31, 2015, were an overall debt margin of approximately \$61,000,000 and an unvoted debt margin of approximately \$32,000,000.

Hamilton Township
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Notes to the Basic Financial Statements
For the Year Ended December 31, 2015

Note 9 – Interfund Activity

Transfers

During 2015, the following transfers were made:

<u>Transfer from Fund</u>	<u>Transfer to Fund</u>	<u>Amount</u>
General Fund	Bond Retirement Fund	\$ 114,763
Police Fund	Bond Retirement Fund	114,762
TIF Fund	General Fund	<u>600,000</u>
		\$ <u><u>829,525</u></u>

The General Fund transferred \$114,763 to the Bond Retirement Fund to provide resources for current year debt service.

The Police Fund transferred \$114,762 to the Bond Retirement Fund for current year debt service related to the police department's pro-rata use of the Township's administration Building.

The TIF Fund transferred \$600,000 to the General Fund in connection with the winding down of the TIF Fund, more fully described in Note 11.

Advances

During 2015, the General Fund made initial advances of \$185,000 to the Road and Bridge Fund to cover operating expenses. Also During 2015, the Road and Bridge Fund repaid those advances of \$185,000 to the General Fund.

Hamilton Township
Warren County, Ohio
Notes to the Basic Financial Statements
For the Year Ended December 31, 2015

Note 10 – Contingent Liabilities

The Township is defendant in several lawsuits. Although management cannot presently determine the outcome of these suits, they believe the resolution of these matters will not materially adversely affect the Township's financial condition.

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

Note 11 – Termination of TIF Fund

On April 15, 2015 the Board of Trustees approved Resolution #15-0415, authorizing the termination of the Tax Increment Financing Exemption (TIF) Established in Resolution #01-1212. After termination and payment of all obligations of the TIF, the Township anticipates transferring the remaining funds to the General Fund for future use on Township related road and bridge projects. During 2015, the TIF Fund transferred \$600,000 to the General Fund. As of December 31, 2015 the Township's TIF Fund maintained a cash balance of \$1,876,429.

Supplementary Information

Hamilton Township
Warren County, Ohio
Schedule of Receipts, Disbursements and Changes
In Fund Balance - Budget and Actual - Budget Basis
General Fund
For the Year Ended December 31, 2015

	Budgeted Amounts			Variance with Final Budget Favorable (Unfavorable)
	Original	Final	Actual	
Receipts				
Property and Other Local Taxes	\$ 557,270	\$ 557,270	\$ 591,460	\$ 34,190
Charges for Services	53,500	53,500	30,797	(22,703)
Licenses, Permits and Fees	142,000	142,000	160,222	18,222
Intergovernmental	256,286	256,286	281,391	25,105
Interest	4,200	4,200	4,674	474
Other	66,826	166,826	124,919	(41,907)
<i>Total Receipts</i>	<u>1,080,082</u>	<u>1,180,082</u>	<u>1,193,463</u>	<u>13,381</u>
Disbursements				
Current				
General Government				
Administration				
Personal Services	255,503	271,453	266,523	4,930
Other	465,207	460,938	372,365	88,573
Zoning				
Personal Services	43,209	45,609	43,595	2,014
Other	51,457	56,818	46,284	10,534
Public Works				
Other	-	600,000	496,814	103,186
Health				
Other	21,654	32,202	21,195	11,007
Conservation and Recreation				
Personal Services	31,989	31,821	29,672	2,149
Other	70,310	173,690	102,883	70,807
Capital Outlay	-	-	-	-
Debt Service				
Principal Retirement	23,071	23,071	23,070	1
<i>Total Disbursements</i>	<u>962,400</u>	<u>1,695,602</u>	<u>1,402,401</u>	<u>293,201</u>
<i>Excess of Receipts Over (Under) Disbursements</i>	<u>117,682</u>	<u>(515,520)</u>	<u>(208,938)</u>	<u>306,582</u>
Other Financing Sources (Uses)				
Advances In	-	-	185,000	185,000
Advances Out	-	-	(185,000)	(185,000)
Transfers In	-	600,000	600,000	-
Transfers Out	-	(114,763)	(114,763)	-
Other Financing Uses	-	(1,091)	-	1,091
<i>Total Other Financing Sources (Uses)</i>	<u>-</u>	<u>484,146</u>	<u>485,237</u>	<u>1,091</u>
<i>Net Change in Fund Balance</i>	117,682	(31,374)	276,299	307,673
<i>Fund Balance at Beginning of Year</i>	614,365	614,365	614,365	-
<i>Prior Year Encumbrances</i>	5,069	5,069	5,069	-
<i>Fund Balance at End of Year</i>	<u>\$ 737,116</u>	<u>\$ 588,060</u>	<u>\$ 895,733</u>	<u>\$ 307,673</u>

Hamilton Township
Warren County, Ohio
Schedule of Receipts, Disbursements and Changes
In Fund Balance - Budget and Actual - Budget Basis
Police Fund
For the Year Ended December 31, 2015

	Budgeted Amounts		Actual	Variance with Final Budget Favorable (Unfavorable)
	Original	Final		
Receipts				
Property and Other Local Taxes	\$ 1,850,000	\$ 1,850,000	\$ 1,938,383	\$ 88,383
Charges for Services	65,000	65,000	85,080	20,080
Licenses, Permits and Fees	-	-	9,600	9,600
Fines and Forfeitures	20,150	20,150	17,936	(2,214)
Intergovernmental	270,000	270,000	319,557	49,557
Other	82,000	82,000	73,306	(8,694)
<i>Total Receipts</i>	<u>2,287,150</u>	<u>2,287,150</u>	<u>2,443,862</u>	<u>156,712</u>
Disbursements				
Current				
Public Safety				
Police Protection				
Personal Services	1,219,307	1,218,557	1,216,998	1,559
Other	1,005,998	1,046,466	981,808	64,658
Capital Outlay	8,262	8,543	4,599	3,944
<i>Total Disbursements</i>	<u>2,233,567</u>	<u>2,273,566</u>	<u>2,203,405</u>	<u>70,161</u>
<i>Excess of Receipts Over (Under) Disbursements</i>	<u>53,583</u>	<u>13,584</u>	<u>240,457</u>	<u>226,873</u>
Other Financing Sources (Uses)				
Transfers Out	(114,763)	(114,763)	(114,762)	1
<i>Total Other Financing Sources (Uses)</i>	<u>(114,763)</u>	<u>(114,763)</u>	<u>(114,762)</u>	<u>1</u>
<i>Net Change in Fund Balance</i>	(61,180)	(101,179)	125,695	226,874
<i>Fund Balance at Beginning of Year</i>	1,481,951	1,481,951	1,481,951	-
<i>Prior Year Encumbrances</i>	<u>12,416</u>	<u>12,416</u>	<u>12,416</u>	<u>-</u>
<i>Fund Balance at End of Year</i>	<u>\$ 1,433,187</u>	<u>\$ 1,393,188</u>	<u>\$ 1,620,062</u>	<u>\$ 226,874</u>

Hamilton Township
Warren County, Ohio
Schedule of Receipts, Disbursements and Changes
In Fund Balance - Budget and Actual - Budget Basis
Fire and EMS Fund
For the Year Ended December 31, 2015

	Budgeted Amounts		Actual	Variance with Final Budget Favorable (Unfavorable)
	Original	Final		
Receipts				
Property and Other Local Taxes	\$ 2,500,000	\$ 2,500,000	\$ 2,696,003	\$ 196,003
Charges for Services	13,550	13,550	13,908	358
Intergovernmental	442,000	442,000	433,377	(8,623)
Other	90,500	90,500	60,281	(30,219)
<i>Total Receipts</i>	<u>3,046,050</u>	<u>3,046,050</u>	<u>3,203,569</u>	<u>157,519</u>
Disbursements				
Current				
Public Safety				
Fire and EMS Services				
Personal Services	1,556,723	1,545,998	1,393,415	152,583
Other	1,640,277	1,563,220	1,467,739	95,481
<i>Total Disbursements</i>	<u>3,197,000</u>	<u>3,109,218</u>	<u>2,861,154</u>	<u>248,064</u>
<i>Net Change in Fund Balance</i>	(150,950)	(63,168)	342,415	(405,583)
<i>Fund Balance at Beginning of Year</i>	3,573,535	3,573,535	3,573,535	-
<i>Prior Year Encumbrances</i>	<u>62,888</u>	<u>62,888</u>	<u>62,888</u>	<u>-</u>
<i>Fund Balance at End of Year</i>	<u>\$ 3,485,473</u>	<u>\$ 3,573,255</u>	<u>\$ 3,978,838</u>	<u>\$ (405,583)</u>

Hamilton Township
Warren County, Ohio
Schedule of Receipts, Disbursements and Changes
In Fund Balance - Budget and Actual - Budget Basis
TIF Fund
For the Year Ended December 31, 2015

	Budgeted Amounts		Actual	Variance with Final Budget Favorable (Unfavorable)
	Original	Final		
Receipts				
Payments in Lieu of Taxes	\$ 1,090,382	\$ 1,090,382	\$ 1,065,114	\$ (25,268)
<i>Total Receipts</i>	<u>1,090,382</u>	<u>1,090,382</u>	<u>1,065,114</u>	<u>(25,268)</u>
Disbursements				
Current				
General Government				
Administration				
Other	36,000	25,050	13,565	11,485
Service Payments to Schools	500,000	510,950	498,729	12,221
<i>Total Disbursements</i>	<u>536,000</u>	<u>536,000</u>	<u>512,294</u>	<u>23,706</u>
<i>Excess of Receipts Over (Under) Disbursements</i>	<u>554,382</u>	<u>554,382</u>	<u>552,820</u>	<u>(1,562)</u>
Other Financing Sources (Uses)				
Transfers Out	-	(600,000)	(600,000)	-
<i>Total Other Financing Sources (Uses)</i>	<u>-</u>	<u>(600,000)</u>	<u>(600,000)</u>	<u>-</u>
<i>Net Change in Fund Balance</i>	554,382	(45,618)	(47,180)	(1,562)
<i>Fund Balance at Beginning of Year</i>	<u>1,923,609</u>	<u>1,923,609</u>	<u>1,923,609</u>	<u>-</u>
<i>Fund Balance at End of Year</i>	<u>\$ 2,477,991</u>	<u>\$ 1,877,991</u>	<u>\$ 1,876,429</u>	<u>\$ (1,562)</u>

Hamilton Township
Warren County, Ohio
Notes to Supplementary Information
December 31, 2015

Note 1 – Budgetary Process

All funds, except agency funds, are legally required to be budgeted and appropriated. The major documents prepared are the tax budget, the certificate of estimated resources, and the appropriations ordinance, all of which are prepared on the budgetary basis of accounting. The tax budget demonstrates a need for existing or increased tax rates. The certificate of estimated resources establishes a limit on the amount the Township may appropriate.

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

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

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

Note 2 – Budgetary Basis of Accounting

The budgetary basis as provided by law is based upon accounting for certain transactions on the basis of cash receipts, disbursements, and encumbrances. The Schedule of Receipts, Disbursements and Changes in Fund Balance – Budget and Actual – Budget Basis presented for the General, Police, Fire and EMS, and TIF Funds are prepared on the budgetary basis to provide a meaningful comparison of actual results with the budget. The differences between the budgetary basis and the cash basis are outstanding year-end encumbrances, which are treated as disbursements (budgetary basis) rather than as restricted, committed or assigned fund balance (cash basis). The following table summarizes the adjustments necessary to reconcile the cash basis statements to the budgetary basis schedules.

	<u>General</u>	<u>Police</u>	<u>Fire & EMS</u>	<u>TIF</u>
Change in Fund Balance - Cash Basis	\$ 319,426	\$ 207,856	\$ 487,356	\$ (47,180)
Encumbrances	<u>(43,127)</u>	<u>(82,161)</u>	<u>(144,941)</u>	<u>-</u>
Change in Fund Balance - Budgetary Basis	<u>\$ 276,299</u>	<u>\$ 125,695</u>	<u>\$ 342,415</u>	<u>\$ (47,180)</u>

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*

Hamilton Township
Warren County
7780 South State Route 48
Hamilton Township, Ohio 45039

To the Board of Trustees:

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 cash-basis financial statements of the governmental activities, each major fund, and the aggregate remaining fund information of Hamilton Township, Warren County, (the Township) as of and for the year ended December 31, 2015, and the related notes to the financial statements, which collectively comprise the Township's basic financial statements and have issued our report thereon dated May 10, 2016, wherein we noted the Township uses a special purpose framework other than generally accepted accounting principles.

Internal Control Over Financial Reporting

As part of our financial statement audit, we considered the Township'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 Township'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 a 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 Township'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 Township's financial statements are free of material misstatement, we tested its compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could directly and materially affect the determination of financial statement amounts. However, 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 Township's internal control or on compliance. This report is an integral part of an audit performed under *Government Auditing Standards* in considering the Township's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.

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
May 10, 2016



Dave Yost • Auditor of State

HAMILTON TOWNSHIP

WARREN COUNTY

CLERK'S CERTIFICATION

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

Susan Babbitt

CLERK OF THE BUREAU

**CERTIFIED
JUNE 28, 2016**