



Dave Yost • Auditor of State



PLAIN TOWNSHIP  
FRANKLIN COUNTY

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# Dave Yost • Auditor of State

## INDEPENDENT AUDITOR'S REPORT

Plain Township  
Franklin County  
45 Second Street  
New Albany, Ohio 43054

To the Board of Trustees:

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

We have audited the accompanying financial statements of the governmental activities, each major fund, and the aggregate remaining fund information of Plain Township, Franklin County, Ohio (the Township), as of and for the year ending December 31, 2013, 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 modified cash accounting basis Note 2 describes. This responsibility includes determining that the modified 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 modified cash financial position of the governmental activities, each major fund, and the aggregate remaining fund information of Plain Township, Franklin County, Ohio, as of December 31, 2013 and the respective changes in modified cash financial position and the respective budgetary comparison for the General and Fire District Fund thereof for the years 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, which differs from generally accepted accounting principles. We did not modify our opinion regarding this matter.

**Other Matters**

*Supplemental and Other Information*

We applied no procedures to the Management's Discussion & Analysis presented on pages 3-12 of the report, and 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 September 18, 2015, 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.



**Dave Yost**  
Auditor of State  
Columbus, Ohio

September 18, 2015

**PLAIN TOWNSHIP  
FRANKLIN COUNTY, OHIO**

**MANAGEMENT'S DISCUSSION AND ANALYSIS  
FOR THE YEAR ENDED DECEMBER 31, 2013  
(UNAUDITED)**

The management's discussion and analysis of Plain Township's (the "Township") financial performance provides an overall review of the Township's financial activities for the year ended December 31, 2013 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 cash-basis basic financial statements and the notes to the financial statements to enhance their understanding of the Township's financial performance.

**Financial Highlights**

Key financial highlights for 2013 are as follows:

- For 2013, the total net position of the Township decreased \$710,031 or 9.45%.
- For 2013, general cash receipts accounted for \$5,491,597 or 85.61% of total governmental activities cash receipts, program specific cash receipts accounted for \$922,734 or 14.39% of total governmental activities.
- For 2013, the Township had \$7,124,362 in cash disbursements related to governmental activities; \$922,734 of these cash disbursements were offset by program specific charges for services, grants or contributions. General cash receipts (primarily taxes) of \$5,491,597 were not adequate to provide for these programs.
- The Township's major funds are the General Fund and the Fire District Fund. The General Fund, one of the Township's major funds, had cash receipts and other financing sources of \$855,852 in 2013. The cash disbursements and other financing disbursements of the General Fund, totaled \$903,250 in 2013. The General Fund's fund balance decreased \$47,398 from 2012 to 2013.
- The Fire District Fund, a Township major fund, had cash receipts and other financing sources of \$4,375,303 in 2013. The Fire District Fund had cash disbursements of \$4,958,889 in 2013. The Fire District Fund balance decreased \$583,586 from 2012 to 2013.

**Using this Cash Basis Basic Financial Statements (BFS)**

This cash basis annual report is presented in a format consistent with the presentation requirements of the Governmental Accounting Standards Board (GASB) Statement No. 34, as applicable to the Township's cash basis of accounting. The Statement of Net Position - Cash Basis and Statement of Activities - Cash Basis provide information about the activities of the whole Township, presenting an aggregate view of the Township's cash basis finances. Fund financial statements provide the next level of detail. For governmental funds, these statements tell how services were financed in the short-term as well as what remains for future spending. The fund financial statements also look at the Township's most significant funds with all other nonmajor funds presented in total in one column. In the case of the Township, there are two major governmental funds. The General Fund and the Fire District Fund are the Township's major funds.

**PLAIN TOWNSHIP  
FRANKLIN COUNTY, OHIO**

**MANAGEMENT'S DISCUSSION AND ANALYSIS  
FOR THE YEAR ENDED DECEMBER 31, 2013  
(UNAUDITED)**

**Reporting the Township as a Whole**

***Statement of Net Position - Cash Basis and the Statement of Activities - Cash Basis***

The Statement of Net Position - Cash Basis and the Statement of Activities - Cash Basis answer the question, "How did we do financially during 2013?" These statements include only net position using the cash basis of accounting, which is a basis of accounting other than accounting principles generally accepted in the United States of America. This basis of accounting takes into account only the current year's receipts and disbursements if the cash is actually received or paid.

These two statements report the Township's net position and changes in that position on a cash basis. This change in net position is important because it tells the reader that, for the Township as a whole, the cash basis financial position of the Township has improved or diminished. The causes of this change may be the result of many factors, some financial, some not. Non-financial factors include the Township's property tax base, current property tax laws in Ohio, availability of Federal and State funding, facility conditions, mandated Federal and State programs and other factors.

As a result of the use of the cash basis of accounting, certain assets, deferred outflows and their related revenues (such as accounts receivable and revenue for billed or provided services not collected) and liabilities, deferred inflows and their related expenses (such as accounts payable and expenses for goods or services received but not yet paid, and accrued expenses and liabilities) are not recorded in these financial statements. Therefore, when reviewing the financial information and discussion within this annual report, the reader should keep in mind the limitations resulting from the use of the cash basis of accounting.

In the Statement of Net Position- Cash Basis and the Statement of Activities - Cash Basis, the governmental activities include the Township's programs and services, including fire protection, road and bridge maintenance and repair, and ambulance services. The Statement of Net Position - Cash Basis and the Statement of Activities - Cash Basis can be found on pages 13 and 14 of this report.

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

***Fund Financial Statements***

A fund is a grouping of related accounts that is used to maintain control over resources that have been segregated for specific activities or objectives. The Township, 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 Township are classified as governmental or fiduciary funds.

Fund financial reports provide detailed information about the Township's major funds. The Township uses many funds to account for a multitude of financial transactions. However, these fund financial statements focus on the Township's most significant funds. The Township's major governmental funds are the General Fund and the Fire District Fund. The analysis of the Township's major governmental funds begins on page 10.

**PLAIN TOWNSHIP  
FRANKLIN COUNTY, OHIO**

**MANAGEMENT'S DISCUSSION AND ANALYSIS  
FOR THE YEAR ENDED DECEMBER 31, 2013  
(UNAUDITED)**

***Governmental Funds***

All of the Township's activities are reported in governmental funds, which focus on how money flows into and out of those funds and the balances left at year-end available for spending in future periods. These funds are reported using the cash basis of accounting, which is a basis of accounting other than accounting principles generally accepted in the United States of America. The governmental fund statements provide a detailed view of the Township's general government operations and the basic services it provides. Governmental fund information helps you determine whether there are more or fewer cash basis financial resources that can be readily spent to finance various Township programs. Since the Township is reporting on the cash basis of accounting, there are no differences in the net position and fund cash balances or changes in net position and changes in fund balances. Therefore, no reconciliation is necessary between such financial statements. However, differences will be apparent when comparing gross receipts and disbursements on the fund financial statements to the Statement of Activities - Cash Basis due to transfers between governmental funds being eliminated for reporting in the Statement of Activities - Cash Basis. The governmental fund statements can be found on pages 15 and 16 of this report.

The Township's budgetary process accounts for transactions on the budgetary basis of accounting. The difference between the budgetary basis of accounting and the cash basis of accounting is that encumbrances at year-end are recorded as a disbursement on the budgetary basis of accounting whereas on the cash basis, the disbursement is only recorded when cash is paid. The budgetary statements for the General Fund and the Fire District Fund are presented to demonstrate the Township's compliance with annually adopted budgets. The budgetary statements can be found on pages 17 and 18 of this report.

***Fiduciary Funds***

Fiduciary funds are used to account for resources held for the benefit of parties outside the Township. Fiduciary funds are not reflected in the government-wide financial statement because the resources of those funds are not available to support the Township's own programs. A private-purpose trust fund is the Township's only fiduciary fund type. The fiduciary fund financial statements can be found on pages 19 and 20 of this report.

***Notes to the Financial Statements***

The notes provide additional information that is essential to gain a full understanding of the data provided in the government-wide and fund financial statements. The notes to the financial statements can be found on pages 21-40 of this report.

**PLAIN TOWNSHIP  
FRANKLIN COUNTY, OHIO**

**MANAGEMENT'S DISCUSSION AND ANALYSIS  
FOR THE YEAR ENDED DECEMBER 31, 2013  
(UNAUDITED)**

**Government-Wide Financial Analysis**

Recall that the Statement of Net Position - Cash Basis provides the perspective of the Township as a whole. The table below provides a summary of the Township's net position at December 31, 2013 and 2012.

	Net Position	
	<u>Governmental Activities</u>	
	<u>2013</u>	<u>2012</u>
<u>Assets</u>		
Equity in pooled cash and investments	<u>\$ 6,807,368</u>	<u>\$ 7,517,399</u>
Total assets	<u>6,807,368</u>	<u>7,517,399</u>
<u>Net cash position</u>		
Restricted	3,997,851	4,680,327
Unrestricted	<u>2,809,517</u>	<u>2,837,072</u>
Total net cash position	<u>\$ 6,807,368</u>	<u>\$ 7,517,399</u>

For 2013, net position of the Township decreased \$710,031 or 9.45%. The balance of government-wide unrestricted net cash position of \$2,809,517 at December 31, 2013 may be used to meet the government's ongoing obligations to citizens and creditors.

**PLAIN TOWNSHIP  
FRANKLIN COUNTY, OHIO**

**MANAGEMENT'S DISCUSSION AND ANALYSIS  
FOR THE YEAR ENDED DECEMBER 31, 2013  
(UNAUDITED)**

The table below shows the changes in net position for years 2013 and 2012.

	<b>Change in Net Cash Position</b>	
	Governmental Activities <u>2013</u>	Governmental Activities <u>2012</u>
<b>Cash Receipts:</b>		
Program cash receipts:		
Charges for services and sales	\$ 762,809	\$ 802,287
Operating grants and contributions	151,399	115,116
Capital grants and contributions	<u>8,526</u>	<u>18,998</u>
Total program cash receipts	<u>922,734</u>	<u>936,401</u>
General cash receipts:		
Property and other taxes	4,721,659	5,101,708
Unrestricted grants	613,169	632,740
Investment receipts	35,566	66,602
Miscellaneous	<u>121,203</u>	<u>75,189</u>
Total general cash receipts	<u>5,491,597</u>	<u>5,876,239</u>
Total cash receipts	<u>6,414,331</u>	<u>6,812,640</u>
<b>Cash Disbursements:</b>		
Current:		
General government	661,394	635,666
Public safety	5,248,048	4,895,639
Public works	318,733	284,968
Health	81,280	315,706
Conservation and recreation	372,396	354,019
Capital outlay	300,698	84,135
Debt service:		
Principal retirement	23,208	26,338
Interest and fiscal charges	<u>118,605</u>	<u>115,475</u>
Total cash disbursements	<u>7,124,362</u>	<u>6,711,946</u>
Change in net position	(710,031)	100,694
Net position at beginning of year	<u>7,517,399</u>	<u>7,416,705</u>
Net position at end of year	<u>\$ 6,807,368</u>	<u>\$ 7,517,399</u>

**PLAIN TOWNSHIP  
FRANKLIN COUNTY, OHIO**

**MANAGEMENT'S DISCUSSION AND ANALYSIS  
FOR THE YEAR ENDED DECEMBER 31, 2013  
(UNAUDITED)**

**Governmental Activities**

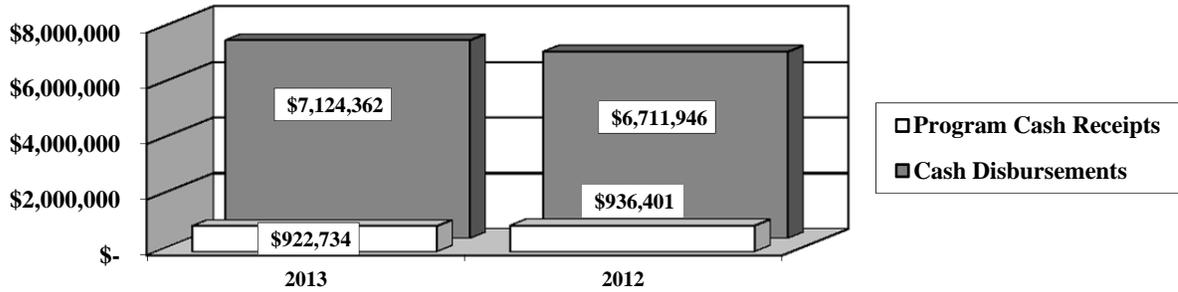
Governmental cash assets decreased by \$710,031 in 2013 from 2012.

General government represents activities related to the governing body as well as activities that directly support Township programs. In 2013, general government cash disbursements totaled \$661,394 or 9.28% of total governmental cash disbursements. General government programs were supported by \$26,194 in direct charges to users for services.

In 2013, the public safety programs accounted for \$5,248,048 or 73.66% of total governmental cash disbursements. These operations are primarily supported through taxes.

The Statement of Activities - Cash Basis shows the cost of program services and the charges for services and grants offsetting those services. The following graph shows, for governmental activities, the total cost of services and the program cash receipts for 2013 and 2012. That is, it identifies the cost of these services supported by tax receipts and unrestricted State grants and entitlements.

**Governmental Activities - Program Cash Receipts vs. Total Cash Disbursements**



**PLAIN TOWNSHIP  
FRANKLIN COUNTY, OHIO**

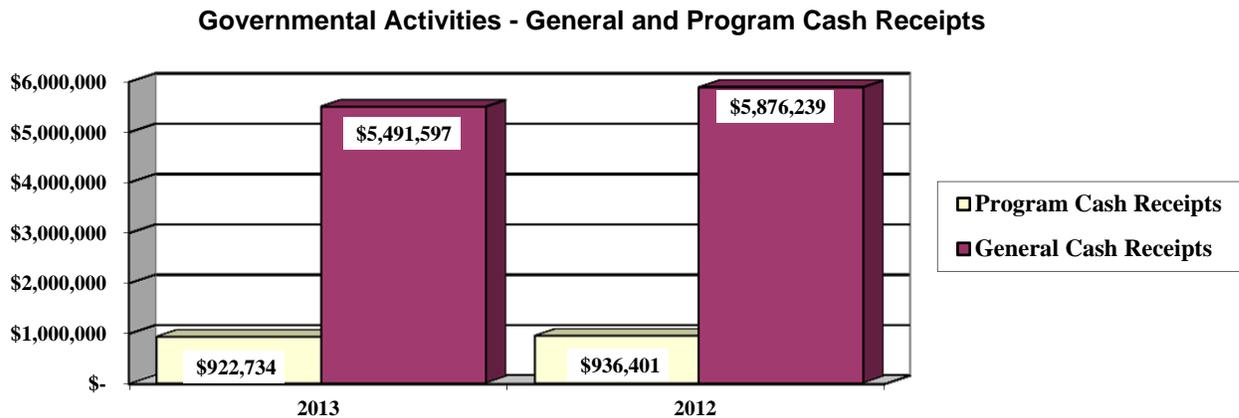
**MANAGEMENT'S DISCUSSION AND ANALYSIS  
FOR THE YEAR ENDED DECEMBER 31, 2013  
(UNAUDITED)**

The following table shows, for governmental activities, the total cost of services and the net cost of services. That is, it identifies the cost of these services supported by tax revenue and unrestricted State grants and entitlements.

	<b>Governmental Activities</b>			
	Total Cost of Services	Net Cost of Services	Total Cost of Services	Net Cost of Services
	<u>2013</u>	<u>2013</u>	<u>2012</u>	<u>2012</u>
Cash disbursements:				
Current:				
General government	\$ 661,394	\$ 635,200	\$ 635,666	\$ 612,176
Public safety	5,248,048	4,887,299	4,895,639	4,567,329
Public works	318,733	206,439	284,968	169,852
Health	81,280	2,294	315,706	220,503
Conservation and recreation	372,396	27,885	354,019	(20,263)
Capital outlay	300,698	300,698	84,135	84,135
Debt service:				
Principal retirement	23,208	23,208	26,338	26,338
Interest and fiscal charges	<u>118,605</u>	<u>118,605</u>	<u>115,475</u>	<u>115,475</u>
<b>Total</b>	<u><b>\$ 7,124,362</b></u>	<u><b>\$ 6,201,628</b></u>	<u><b>\$ 6,711,946</b></u>	<u><b>\$ 5,775,545</b></u>

The dependence upon general cash receipts for governmental activities is apparent with 87.05% and 86.05% of cash disbursements supported through taxes and other general cash receipts during 2013 and 2012, respectively.

The graph below presents the Township's governmental receipts for 2013 and 2012.



**PLAIN TOWNSHIP  
FRANKLIN COUNTY, OHIO**

**MANAGEMENT'S DISCUSSION AND ANALYSIS  
FOR THE YEAR ENDED DECEMBER 31, 2013  
(UNAUDITED)**

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

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

**Governmental Funds**

The Township's governmental funds are accounted for using the cash basis of accounting.

At December 31, 2013, the Township's governmental funds reported a combined fund balance of \$6,807,368, which is \$710,031 less than the 2012 total of \$7,517,399. The schedule below indicates the fund balance and the total change in fund balance as of December 31, 2013 and 2012 for all major and nonmajor governmental funds.

	<u>Fund Balance December 31, 2013</u>	<u>Fund Balance December 31, 2012</u>	<u>(Decrease)</u>
Major Funds:			
General	\$ 2,488,195	\$ 2,535,593	\$ (47,398)
Fire District	2,170,231	2,753,817	(583,586)
Nonmajor funds	<u>2,148,942</u>	<u>2,227,989</u>	<u>(79,047)</u>
Total	<u>\$ 6,807,368</u>	<u>\$ 7,517,399</u>	<u>\$ (710,031)</u>

**General Fund**

The General Fund, one of the Township's major funds, had cash receipts and other financing sources of \$855,852 in 2013. The cash disbursements and other financing disbursements of the General Fund, totaled \$903,250 in 2013. The General Fund's fund balance decreased \$47,398 from 2012 to 2013.

The table that follows assists in illustrating the cash receipts of the General Fund.

	<u>2013 Amount</u>	<u>2012 Amount</u>	<u>Increase/ (Decrease)</u>
<b><u>Cash Receipts:</u></b>			
Taxes	\$ 636,019	\$ 625,506	\$ 10,513
Intergovernmental	137,514	164,731	(27,217)
License, permits and fees	26,194	23,490	2,704
Investment income	35,566	66,601	(31,035)
Other	<u>17,240</u>	<u>17,750</u>	<u>(510)</u>
Total	<u>\$ 852,533</u>	<u>\$ 898,078</u>	<u>\$ (45,545)</u>

Investment income cash receipts decreased due to lower amounts in investments and interest earnings on investments.

**PLAIN TOWNSHIP  
FRANKLIN COUNTY, OHIO**

**MANAGEMENT'S DISCUSSION AND ANALYSIS  
FOR THE YEAR ENDED DECEMBER 31, 2013  
(UNAUDITED)**

The table that follows assists in illustrating the expenditures of the general fund.

	<u>2013</u> <u>Amount</u>	<u>2012</u> <u>Amount</u>	<u>Increase/</u> <u>(Decrease)</u>
<b><u>Cash Disbursements</u></b>			
General government	\$ 661,394	\$ 635,666	\$ 25,728
Public safety	23,786	27,889	(4,103)
Health	18,498	246,837	(228,339)
Conservation and recreation	50,552	21,000	29,552
Capital outlay	<u>7,207</u>	<u>-</u>	<u>7,207</u>
Total	<u>\$ 761,437</u>	<u>\$ 931,392</u>	<u>\$ (169,955)</u>

Health disbursements decreased due to cemetery site improvements made by the Township in 2012, these improvements were finished in 2012 and fewer improvements were made in 2013.

***Fire District Fund***

The Fire District Fund, a Township major fund, had cash receipts and other financing sources of \$4,375,303 in 2013. The Fire District Fund had cash disbursements of \$4,958,889 in 2013. The Fire District Fund balance decreased \$583,586 from 2012 to 2013.

***Budgeting Highlights - General Fund***

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

For 2013, final budget basis receipts other financing receipts of \$823,918 were \$25,000 less than original budget receipts other financing receipts of \$848,918. Actual cash receipts and other financing receipts of \$855,852 were \$31,934 greater than final budget basis receipts and other financing sources. The final budgetary basis disbursements and other financing disbursements of \$1,661,455 were \$40,000 greater than original budget disbursements and other financing disbursements of \$1,621,455. Actual budgetary basis disbursements and other financing disbursements of \$951,997 were less than final budget estimates by \$709,458.

**Capital Assets and Debt Administration**

***Capital Assets***

The Township does not record capital assets in the accompanying cash basis basic financial statements, but records payments for capital assets as disbursements. The Township had capital outlay disbursements of \$300,698 and \$84,135 during 2013 and 2012, respectively.

**PLAIN TOWNSHIP  
FRANKLIN COUNTY, OHIO**

**MANAGEMENT'S DISCUSSION AND ANALYSIS  
FOR THE YEAR ENDED DECEMBER 31, 2013  
(UNAUDITED)**

***Debt Administration***

The Township had the following debt outstanding at December 31, 2013 or 2012:

	Governmental Activities <u>2013</u>	Governmental Activities <u>2012</u>
Current Interest Bonds - Swimming Pool	\$ 1,455,000	\$ 1,455,000
Capital Appreciation Bonds - Swimming Pool	20,452	43,660
Accreted interest	<u>56,404</u>	<u>107,144</u>
Total long-term obligations	<u>\$ 1,531,856</u>	<u>\$ 1,605,804</u>

See Note 6 for more information on the Township's debt.

**Current Financial Related Activities**

The following economic factors were taken into consideration in preparing the budget for 2013:

Plain Township is located in Franklin County in central Ohio. Unemployment in Franklin County typically is slightly below the State and national levels.

State funding is uncertain due to budgetary shortfalls at the State level. Local government revenue funds will be cut by an estimated 50% in the State budget. Sales and property tax revenues are expected to remain consistent as well as expenditures for 2013. We monitor the real estate tax delinquency information provided by Franklin County for potential revenue shortfall. The voters approved a 2.5mil fire levy for collection in 2008 and payment in 2009 collections; we expect this to meet the projected financial needs of the Plain Township Fire Department for the next 4 years.

These economic factors were considered in preparing the Township's budget for 2013. The Township has continued to practice conservative budgetary practices in order to preserve a positive financial position in future years.

**Contacting the Township'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 show the Township's accountability for the money it receives. If you have questions about this report or need additional financial information, contact Cindy Powell, Finance Officer, or Bud Zappitelli, Fiscal Officer, Plain Township, 45 Second Street, P.O. Box 273, New Albany, Ohio, 43054.

**PLAIN TOWNSHIP  
FRANKLIN COUNTY, OHIO**

**STATEMENT OF NET POSITION - CASH BASIS  
DECEMBER 31, 2013**

	<b>Governmental Activities</b>
<b>Assets:</b>	
Equity in pooled cash and investments . . . . .	\$ 6,807,368
Total assets. . . . .	6,807,368
<b>Net cash position:</b>	
Restricted for:	
Nonexpendable . . . . .	2,030
Public safety. . . . .	2,257,081
Public works. . . . .	800,548
Health and human services . . . . .	130,191
Street maintenance and construction . . . . .	510,049
Capital projects . . . . .	297,952
Unrestricted . . . . .	2,809,517
Total net cash position . . . . .	\$ 6,807,368

SEE ACCOMPANYING NOTES TO THE BASIC FINANCIAL STATEMENTS

**PLAIN TOWNSHIP  
FRANKLIN COUNTY, OHIO**

**STATEMENT OF ACTIVITIES - CASH BASIS  
FOR THE YEAR ENDED DECEMBER 31, 2013**

	Program Cash Receipts				Net (Cash Disbursements) Cash Receipts and Changes in Net Position
	Cash Disbursements	Charges for Services	Operating Grants Grants and Contributions	Capital Grants and Contributions	Governmental Activities
<b>Governmental activities:</b>					
General government . . . . .	\$ 661,394	\$ 26,194	\$ -	\$ -	\$ (635,200)
Public safety . . . . .	5,248,048	313,118	39,105	8,526	(4,887,299)
Public works . . . . .	318,733	-	112,294	-	(206,439)
Health . . . . .	81,280	78,986	-	-	(2,294)
Conservation and recreation . . . . .	372,396	344,511	-	-	(27,885)
Capital outlay . . . . .	300,698	-	-	-	(300,698)
Debt service:					
Principal retirement . . . . .	23,209	-	-	-	(23,209)
Interest and fiscal charges. . . . .	118,604	-	-	-	(118,604)
<b>Total governmental activities . . . . .</b>	<b>\$ 7,124,362</b>	<b>\$ 762,809</b>	<b>\$ 151,399</b>	<b>\$ 8,526</b>	<b>(6,201,628)</b>

**General receipts:**

Property and other taxes levied for:	
General purposes . . . . .	636,019
Public safety - Fire district . . . . .	3,816,651
Road and bridge improvements . . . . .	150,636
Capital projects - Fire equipment. . . . .	118,353
Grants and entitlements not restricted to specific programs . . . . .	613,169
Investment receipts. . . . .	35,566
Miscellaneous . . . . .	121,203
<b>Total general receipts. . . . .</b>	<b>5,491,597</b>
Change in net position. . . . .	(710,031)
<b>Net cash position at beginning of year . . . . .</b>	<b>7,517,399</b>
<b>Net cash position at end of year . . . . .</b>	<b>\$ 6,807,368</b>

SEE ACCOMPANYING NOTES TO THE BASIC FINANCIAL STATEMENTS

**PLAIN TOWNSHIP  
FRANKLIN COUNTY, OHIO**

**STATEMENT OF CASH BASIS ASSETS AND FUND BALANCES  
GOVERNMENTAL FUNDS  
DECEMBER 31, 2013**

	<b>General</b>	<b>Fire District</b>	<b>Other Governmental Funds</b>	<b>Total Governmental Funds</b>
<b>Assets:</b>				
Equity in pooled cash and investments . . . . .	\$ 2,488,195	\$ 2,170,231	\$ 2,148,942	\$ 6,807,368
<b>Total assets</b> . . . . .	<b>\$ 2,488,195</b>	<b>\$ 2,170,231</b>	<b>\$ 2,148,942</b>	<b>\$ 6,807,368</b>
<b>Fund balances:</b>				
Nonspendable:				
Permanent fund . . . . .	\$ -	\$ -	\$ 2,030	\$ 2,030
Restricted:				
Public safety programs . . . . .	-	2,170,231	86,850	2,257,081
Public works programs . . . . .	-	-	1,310,597	1,310,597
Health programs. . . . .	-	-	130,191	130,191
Capital improvements - fire . . . . .	-	-	297,952	297,952
Committed:				
Conservation and recreation programs. . . . .	-	-	241,203	241,203
Capital improvements - swimming pool . . . . .	-	-	80,119	80,119
Assigned:				
General government. . . . .	17,394	-	-	17,394
Public safety programs . . . . .	22,953	-	-	22,953
Health programs. . . . .	8,400	-	-	8,400
Subsequent year appropriations . . . . .	977,300	-	-	977,300
Unassigned . . . . .	1,462,148	-	-	1,462,148
<b>Total fund balances</b> . . . . .	<b>\$ 2,488,195</b>	<b>\$ 2,170,231</b>	<b>\$ 2,148,942</b>	<b>\$ 6,807,368</b>

SEE ACCOMPANYING NOTES TO THE BASIC FINANCIAL STATEMENTS

**PLAIN TOWNSHIP  
FRANKLIN COUNTY, OHIO**

**STATEMENT OF CASH RECEIPTS, CASH DISBURSEMENTS AND  
CHANGES IN CASH BASIS FUND BALANCES  
GOVERNMENTAL FUNDS  
FOR THE YEAR ENDED DECEMBER 31, 2013**

	<u>General</u>	<u>Fire District</u>	<u>Other Governmental Funds</u>	<u>Total Governmental Funds</u>
<b>Cash receipts:</b>				
Taxes . . . . .	\$ 636,019	\$ 3,816,651	\$ 268,989	\$ 4,721,659
Intergovernmental . . . . .	137,514	457,707	174,611	769,832
Charges for services . . . . .	-	-	697,829	697,829
License, permits and fees . . . . .	26,194	-	38,786	64,980
Interest . . . . .	35,566	-	3,262	38,828
Miscellaneous . . . . .	17,240	98,608	5,355	121,203
Total cash receipts . . . . .	<u>852,533</u>	<u>4,372,966</u>	<u>1,188,832</u>	<u>6,414,331</u>
<b>Cash disbursements:</b>				
Current:				
General government . . . . .	661,394	-	-	661,394
Public safety . . . . .	23,786	4,958,889	265,373	5,248,048
Public works . . . . .	-	-	318,733	318,733
Health . . . . .	18,498	-	62,782	81,280
Conservation and recreation . . . . .	50,552	-	321,844	372,396
Capital outlay . . . . .	7,207	-	293,491	300,698
Debt service:				
Principal retirement . . . . .	-	-	23,208	23,208
Interest and fiscal charges . . . . .	-	-	118,605	118,605
Total cash disbursements . . . . .	<u>761,437</u>	<u>4,958,889</u>	<u>1,404,036</u>	<u>7,124,362</u>
Excess (deficiency) of cash receipts over (under) cash disbursements . . . . .	<u>91,096</u>	<u>(585,923)</u>	<u>(215,204)</u>	<u>(710,031)</u>
<b>Other financing receipts (disbursements):</b>				
Transfers in . . . . .	3,319	2,337	147,630	153,286
Transfers out . . . . .	(141,813)	-	(11,473)	(153,286)
Total other financing receipts (disbursements) . . . . .	<u>(138,494)</u>	<u>2,337</u>	<u>136,157</u>	<u>-</u>
Net change in fund balances . . . . .	(47,398)	(583,586)	(79,047)	(710,031)
<b>Fund balances</b>				
at beginning of year . . . . .	2,535,593	2,753,817	2,227,989	7,517,399
Fund balances at end of year . . . . .	<u>\$ 2,488,195</u>	<u>\$ 2,170,231</u>	<u>\$ 2,148,942</u>	<u>\$ 6,807,368</u>

SEE ACCOMPANYING NOTES TO THE BASIC FINANCIAL STATEMENTS

**PLAIN TOWNSHIP  
FRANKLIN COUNTY, OHIO**

**STATEMENT OF RECEIPTS, DISBURSEMENTS AND CHANGES IN FUND  
BALANCE - BUDGET AND ACTUAL (BUDGETARY BASIS)  
GENERAL FUND  
FOR THE YEAR ENDED DECEMBER 31, 2013**

	Budgeted Amounts		Actual	Variance with Final Budget Positive (Negative)
	Original	Final		
<b>Receipts:</b>				
Taxes . . . . .	\$ 630,866	\$ 612,287	\$ 636,019	\$ 23,732
Intergovernmental . . . . .	136,400	132,383	137,514	5,131
License, permits and fees . . . . .	25,982	25,217	26,194	977
Interest . . . . .	35,278	34,239	35,566	1,327
Miscellaneous . . . . .	17,100	16,597	17,240	643
Total receipts . . . . .	<u>845,626</u>	<u>820,723</u>	<u>852,533</u>	<u>31,810</u>
<b>Disbursements:</b>				
Current:				
General government . . . . .	1,174,230	1,174,230	678,788	495,442
Public safety . . . . .	136,725	136,725	46,739	89,986
Health . . . . .	123,000	123,000	26,898	96,102
Conservation and recreation . . . . .	11,500	51,500	50,552	948
Capital outlay . . . . .	26,000	26,000	7,207	18,793
Total disbursements. . . . .	<u>1,471,455</u>	<u>1,511,455</u>	<u>810,184</u>	<u>701,271</u>
Excess (deficiency) of receipts over (under) disbursements. . . . .	<u>(625,829)</u>	<u>(690,732)</u>	<u>42,349</u>	<u>733,081</u>
<b>Other financing receipts and (disbursements):</b>				
Transfers in. . . . .	3,292	3,195	3,319	124
Transfers out . . . . .	(150,000)	(150,000)	(141,813)	8,187
Total other financing disbursements . . . . .	<u>(146,708)</u>	<u>(146,805)</u>	<u>(138,494)</u>	<u>8,311</u>
Net change in fund balance . . . . .	(772,537)	(837,537)	(96,145)	741,392
<b>Fund balance at beginning of year. . . . .</b>	2,514,288	2,514,288	2,514,288	-
<b>Prior year encumbrances appropriated . . . . .</b>	<u>21,305</u>	<u>21,305</u>	<u>21,305</u>	<u>-</u>
<b>Fund balance at end of year. . . . .</b>	<u>\$ 1,763,056</u>	<u>\$ 1,698,056</u>	<u>\$ 2,439,448</u>	<u>\$ 741,392</u>

SEE ACCOMPANYING NOTES TO THE BASIC FINANCIAL STATEMENTS

**PLAIN TOWNSHIP  
FRANKLIN COUNTY, OHIO**

**STATEMENT OF RECEIPTS, DISBURSEMENTS AND CHANGES IN FUND  
BALANCE - BUDGET AND ACTUAL (BUDGETARY BASIS)  
FIRE DISTRICT FUND  
FOR THE YEAR ENDED DECEMBER 31, 2013**

	<b>Budgeted Amounts</b>		<b>Actual</b>	<b>Variance with Final Budget Positive (Negative)</b>
	<b>Original</b>	<b>Final</b>		
<b>Receipts:</b>				
Taxes . . . . .	\$ 3,934,624	\$ 3,753,269	\$ 3,816,651	\$ 63,382
Intergovernmental . . . . .	471,855	450,106	457,707	7,601
Miscellaneous . . . . .	101,656	96,970	98,608	1,638
<b>Total receipts . . . . .</b>	<b>4,508,135</b>	<b>4,300,345</b>	<b>4,372,966</b>	<b>72,621</b>
<b>Disbursements:</b>				
Current:				
Public safety . . . . .	4,978,422	5,183,422	4,963,096	220,326
<b>Total disbursements . . . . .</b>	<b>4,978,422</b>	<b>5,183,422</b>	<b>4,963,096</b>	<b>220,326</b>
Excess of disbursements over receipts . . . . .	(470,287)	(883,077)	(590,130)	292,947
<b>Other financing receipts (disbursements):</b>				
Transfers in . . . . .	2,409	2,298	2,337	39
<b>Total other financing receipts (disbursements) . . . . .</b>	<b>2,409</b>	<b>2,298</b>	<b>2,337</b>	<b>39</b>
Net change in fund balance . . . . .	(467,878)	(880,779)	(587,793)	292,986
<b>Fund balance at beginning of year . . . . .</b>	<b>2,749,224</b>	<b>2,749,224</b>	<b>2,749,224</b>	<b>-</b>
<b>Prior year encumbrances appropriated . . . . .</b>	<b>4,593</b>	<b>4,593</b>	<b>4,593</b>	<b>-</b>
<b>Fund balance at end of year . . . . .</b>	<b>\$ 2,285,939</b>	<b>\$ 1,873,038</b>	<b>\$ 2,166,024</b>	<b>\$ 292,986</b>

SEE ACCOMPANYING NOTES TO THE BASIC FINANCIAL STATEMENTS

**PLAIN TOWNSHIP  
FRANKLIN COUNTY, OHIO**

**STATEMENT OF FIDUCIARY NET POSITION - CASH BASIS  
FIDUCIARY FUND  
DECEMBER 31, 2013**

		<u>Private-Purpose Trust</u>
<b>Assets:</b>		
Equity in pooled cash and investments. . . . .	\$	3,185
Total assets. . . . .		3,185
<b>Net cash position:</b>		
Held in trust for other purposes . . . . .		3,185
Total net cash position . . . . .	\$	3,185

SEE ACCOMPANYING NOTES TO THE BASIC FINANCIAL STATEMENTS

**PLAIN TOWNSHIP  
FRANKLIN COUNTY, OHIO**

**STATEMENT OF CHANGES IN FIDUCIARY NET POSITION - CASH BASIS  
FIDUCIARY FUND  
FOR THE FISCAL YEAR ENDED DECEMBER 31, 2013**

		<u>Private-Purpose Trust</u>
<b>Deductions:</b>		
Perpetual care . . . . .	\$	24
Change in net position . . . . .		(24)
<b>Net cash position at beginning of year . . . . .</b>		<u>3,209</u>
<b>Net cash position at end of year . . . . .</b>	<u>\$</u>	<u>3,185</u>

SEE ACCOMPANYING NOTES TO THE BASIC FINANCIAL STATEMENTS

**PLAIN TOWNSHIP  
FRANKLIN COUNTY, OHIO**

**NOTES TO THE BASIC FINANCIAL STATEMENTS  
FOR THE YEAR ENDED DECEMBER 31, 2013**

**NOTE 1 - DESCRIPTION OF THE TOWNSHIP**

Plain Township, Franklin County, Ohio (the "Township") is a body politic and corporate established for the purpose of exercising 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 provides the following services: fire protection, road and bridge maintenance, cemetery maintenance and emergency medical services as well as general governmental services. The Township contracts with Mifflin Township through its Metropolitan Emergency Communication Consortium (MECC) for emergency dispatching services. 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**

As discussed further in Note 2.D., 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). GAAP includes all relevant Governmental Accounting Standards Board (GASB) pronouncements, which have been applied to the extent they are applicable to the cash basis of accounting. In cases where these cash basis statements contain items that are the same as, or similar to, those items in the financial statements prepared in conformity with GAAP, similar informative disclosures are provided. Following are the more significant of the Township's accounting policies:

**A. Reporting Entity**

For financial reporting purposes, the Township's Basic Financial Statements (BFS) include all funds, agencies, boards, commissions, and departments for which the Township is financially accountable. Financial accountability, as defined by the GASB, exists if the Township appoints a voting majority of an organization's Governing Board and is either able to impose its will on that organization or there is a potential for the organization to provide specific financial benefits to, or impose specific burdens on, the Township. The Township may also be financially accountable for governmental organizations with a separately elected Governing Board, a Governing Board appointed by another government, or a jointly appointed Board that is fiscally dependent on the Township. The Township also took into consideration other organizations for which the nature and significance of their relationship with the Township are such that exclusion would cause the Township's basic financial statements to be misleading or incomplete. The Township has no component units.

The following organizations are described due to their significant relationship to the Township:

*JOINTLY GOVERNED ORGANIZATIONS*

New Albany - Plain Local Joint Park District

The New Albany Plain-Local Joint Park District (the "Park District") is a distinct political subdivision of the State of Ohio operated under the direction of a Board consisting of one representative from each of the participating entities as follows: (1) The City of New Albany; (2) Plain Township; (3) The New Albany-Plain Local School District. The Park District possesses its own budgeting and taxing authority.

**PLAIN TOWNSHIP  
FRANKLIN COUNTY, OHIO**

**NOTES TO THE BASIC FINANCIAL STATEMENTS  
FOR THE YEAR ENDED DECEMBER 31, 2013  
(Continued)**

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

*JOINTLY GOVERNED ORGANIZATIONS - (Continued)*

Rocky Fork-Blacklick Accord

The Rocky Fork-Blacklick Accord is an initiative of the City of New Albany, the City of Columbus, and Plain Township to establish long-range planning guidelines to manage future growth and development in the planning area.

*JOINT VENTURE*

New Albany Performing Arts Center

In 2004, the Township entered into a joint operating agreement with New Albany-Plain Local School District (the "District"), the City of New Albany (the "City") and the New Albany Community Foundation (the "Foundation") for the operations of the New Albany Performing Arts Center (the "Center"). The Center was constructed through a joint collaboration between the City, District and Township. Each of these entities owns a portion of the Center, as tenants in common, equal to their financial contribution of the construction. The City, District and Township committed amounts not to exceed \$5 million, \$5 million and \$3 million, respectively, to supplement the construction of the Center. The City made the \$3 million dollar contribution to the Center on behalf of the Township from an area tax increment financing agreement. The Foundation has committed to use its best efforts to raise approximately \$2.3 million to be applied to an endowment for the purpose of subsidizing the operation of the Center. The Center will serve both school and community needs, including music, theater, dance and ballet.

The Center is operated by a six member Board of Trustees (the "Board") consisting of two members appointed by the District, two members appointed by the City, one member appointed by the Township and one member appointed by the Foundation. The Township does not appoint a voting majority of the Board.

The Township has no ongoing financial interest or responsibility in the operation of the Center other than it must pay a portion of the Director's salary. The Board approves the operating budget of the Center. Complete financial statements for the Center may be obtained from the Treasurer of the New Albany-Plain Local School District at 99 West Main Street, 2<sup>nd</sup> Floor, New Albany, OH 43054.

*PUBLIC ENTITY RISK POOL*

Ohio Township Association Risk Management Authority

The Township participates in the Ohio Township Association Risk Management Authority (OTARMA), a public entity risk pool. OTARMA provides property and casualty coverage for its members. OTARMA is a member of the American Public Entity Excess Pool (APEEP). Member governments pay annual contributions to fund OTARMA. OTARMA pays judgments, settlements, and other expenses resulting from covered claims that exceed the members' deductible. This organization is discussed in Note 9.

**PLAIN TOWNSHIP  
FRANKLIN COUNTY, OHIO**

**NOTES TO THE BASIC FINANCIAL STATEMENTS  
FOR THE YEAR ENDED DECEMBER 31, 2013  
(Continued)**

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

**B. 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 a fund financial statement which provide a more detailed level of financial information.

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, except for fiduciary funds. Governmental activities generally are financed through taxes, intergovernmental receipts or other nonexchange transactions.

The Statement of Net Position presents the cash balance 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 is 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.

**C. 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. The funds of the Township are divided into three categories, governmental, proprietary and fiduciary. The Township has no proprietary 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 is used to account for all financial activities of the Township except those required to be accounted for 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.

Fire District Fund - This fund is used to account for all financial activities of the fire operations.

**PLAIN TOWNSHIP  
FRANKLIN COUNTY, OHIO**

**NOTES TO THE BASIC FINANCIAL STATEMENTS  
FOR THE YEAR ENDED DECEMBER 31, 2013  
(Continued)**

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

**C. Fund Accounting (Continued)**

Other governmental funds of the Township are used to account for (a) financial resources that are restricted, committed, or assigned to expenditures for capital outlays including the acquisition or construction of capital facilities and other capital assets, (b) specific revenue sources that are restricted or committed to an expenditure for specified purposes other than debt service or capital projects and (c) financial resources that are restricted, committed, or assigned to expenditure for principal and interest.

**Fiduciary Funds** - Fiduciary funds include pension trust funds, investment trust funds, private purpose trust funds, and agency funds. Trust funds are used to account for assets held under a trust agreement for individuals, private organizations, or other governments which are not available to support the Township's own programs. The Township has one private-purpose trust fund used for grave site maintenance in the Township cemetery. Agency funds are purely custodial in nature and are used to hold resources for individuals, organizations or other governments. The Township does not maintain any agency funds.

These statements include adequate disclosure of material matters, in accordance with the basis of accounting described in the preceding paragraphs.

**D. Basis of Accounting**

The Township's financial statements are prepared using the cash basis of accounting. 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.

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 expenses and liabilities) are not recorded in these financial statements.

**E. Budgetary Process**

All funds are legally required to be budgeted and appropriated. The major documents prepared are the tax budget, the amended 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 amended 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 object level for all funds. Budgetary presentations report budgetary expenditures when a commitment is made (i.e. when an encumbrance is approved).

**PLAIN TOWNSHIP  
FRANKLIN COUNTY, OHIO**

**NOTES TO THE BASIC FINANCIAL STATEMENTS  
FOR THE YEAR ENDED DECEMBER 31, 2013  
(Continued)**

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

**E. Budgetary Process (Continued)**

The amended 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 amended 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.

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 during the year.

**F. Cash and Investments**

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 investments".

Investments of the cash management pool and investments with an original maturity of three months or less at the time of purchase are presented on the financial statements as cash equivalents. Investments with an initial maturity of more than three months that were not purchased from the pool are reported as investments. 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 (contra revenue), respectively.

During 2013, investments were limited to federal agency securities, a U.S. Treasury Note, a Huntington money market and the State Treasury Asset Reserve of Ohio (STAR Ohio). 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 shares price, which is the price the investment could be sold for on December 31, 2013.

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 2013 were \$35,566 which includes \$21,949 assigned from other Township funds.

**G. 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.

**PLAIN TOWNSHIP  
FRANKLIN COUNTY, OHIO**

**NOTES TO THE BASIC FINANCIAL STATEMENTS  
FOR THE YEAR ENDED DECEMBER 31, 2013  
(Continued)**

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

**H. Capital Assets**

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

**I. 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.

**J. Employer Contributions to Cost-Sharing Pension Plans**

The Township recognizes the disbursement for employer contributions to cost-sharing pension plans when they are paid. In addition to these disbursements the Township also contributes the entire employee share. As described in Notes 7 and 8, the employer contributions include portions for pension benefits and for postretirement health care benefits; these amounts are the required amounts and are not necessarily the amounts that are paid.

**K. 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 disbursement is reported at inception. Lease payments are reported when paid.

**L. Net Cash Position**

Net cash position is reported as restricted when there are limitations imposed on their use either through enabling legislation or through external restrictions imposed by creditors, grantors, or laws or regulations of other governments.

The Township first applies restricted resources when an obligation is incurred for purposes for which both restricted and unrestricted net position is available.

**M. 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 classification includes amounts that cannot be spent because they are not in spendable form or legally required to be maintained intact. The "not in spendable form" criterion includes items that are not expected to be converted to cash.

**PLAIN TOWNSHIP  
FRANKLIN COUNTY, OHIO**

**NOTES TO THE BASIC FINANCIAL STATEMENTS  
FOR THE YEAR ENDED DECEMBER 31, 2013  
(Continued)**

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

**M. Fund Balance (Continued)**

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

Committed - The committed fund balance classification includes amounts that can be used only for the specific purposes imposed by a formal action (resolution) of the Township Board of Trustees (the highest level of decision making authority). Those committed amounts cannot be used for any other purpose unless the Township Board of Trustees removes or changes 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 nor 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 policies of the Township Board of Trustees, which includes giving the Fiscal Officer the authority to constrain monies for intended purposes.

Unassigned - 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 only used to report a deficit fund balance resulting from overspending for specific purposes for which amounts had been restricted, committed, or assigned.

The Township applies restricted resources first when expenditures are incurred for purposes for which restricted and unrestricted (committed, assigned, and unassigned) fund balance is 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.

**N. Interfund Activity**

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 receipt (disbursement) 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. Interfund transfers between government funds are eliminated for reporting in the Statement of Activities.

**PLAIN TOWNSHIP  
FRANKLIN COUNTY, OHIO**

**NOTES TO THE BASIC FINANCIAL STATEMENTS  
FOR THE YEAR ENDED DECEMBER 31, 2013  
(Continued)**

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

**O. Extraordinary and Special Items**

Extraordinary items are transactions or events that are both unusual in nature and infrequent in occurrence. Special items are transactions or events that are within the control of management and are either unusual in nature or infrequent in occurrence. Neither type of transaction occurred during 2013.

**NOTE 3 - ACCOUNTABILITY AND COMPLIANCE**

**Change in Accounting Principles**

For fiscal year 2013, the Township has implemented GASB Statement No. 61, "*The Financial Reporting Entity: Omnibus an amendment of GASB Statements No. 14 and No. 34*" and GASB Statement No. 66, "*Technical Corrections-2012*".

GASB Statement No. 61 modifies certain requirements for inclusion of component units in the financial reporting entity. The Statement amends the criteria for reporting component units as if they were part of the primary government in certain circumstances. Finally, the Statement also clarifies the reporting of equity interests in legally separate organizations. The implementation of GASB Statement No. 61 did not have an effect on the financial statements of the Township.

GASB Statement No. 66 improves accounting and financial reporting by resolving conflicting guidance that resulted from the issuance of two pronouncements; GASB Statement No. 54, "*Fund Balance Reporting and Governmental Fund Type Definitions*" and GASB Statement No. 62, "*Codification of Accounting and Financial Reporting Guidance Contained in Pre-November 30, 1989 FASB and AICPA pronouncements*". The implementation of GASB Statement No. 66 did not have an effect on the financial statements of the Township.

**NOTE 4 - DEPOSITS AND INVESTMENTS**

State statutes classify monies held by the Township 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 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 Township 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 passbook accounts.

**PLAIN TOWNSHIP  
FRANKLIN COUNTY, OHIO**

**NOTES TO THE BASIC FINANCIAL STATEMENTS  
FOR THE YEAR ENDED DECEMBER 31, 2013  
(Continued)**

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

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

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

Protection of the Township'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 Township 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.

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 Fiscal Officer or, if the securities are not represented by a certificate, upon receipt of confirmation of transfer from the custodian.

**PLAIN TOWNSHIP  
FRANKLIN COUNTY, OHIO**

**NOTES TO THE BASIC FINANCIAL STATEMENTS  
FOR THE YEAR ENDED DECEMBER 31, 2013  
(Continued)**

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

**A. Deposits with Financial Institutions**

At December 31, 2013, the carrying amount of all Township deposits was \$384,398. Based on the criteria described in GASB Statement No. 40, "Deposits and Investments Risk Disclosures", as of December 31, 2013, \$359,253 of the Township's bank balance of \$614,418 was exposed to custodial risk as discussed below, while \$255,165 was covered by FDIC.

Custodial credit risk is the risk that in the event of bank failure, the Township deposits may not be returned. All deposits are collateralized with eligible securities in amounts equal to at least 105% of the carrying value of the deposits. Such collateral, as permitted by the Ohio Revised Code, is held in single financial institution collateral pools at Federal Reserve Banks, or at member banks of the federal reserve system, in the name of the respective depository bank and pledged as a pool of collateral against all of the public deposits it holds or as specific collateral held at the Federal Reserve Bank in the name of the Township. The Township has no deposit policy for custodial credit risk beyond the requirements of State statute. Although the securities were held by the pledging institutions' trust department and all statutory requirements for the deposit of money had been followed, noncompliance with federal requirements could potentially subject the Township to a successful claim by the FDIC.

**B. Investments**

As of December 31, 2013, the Township had the following investments and maturities:

Investment type	Carrying Value	Fair Value	Investment Maturities				
			6 months or less	7 to 12 months	13 to 18 months	19 to 24 months	Greater than 24 months
STAR Ohio	\$ 312,780	\$ 312,780	\$ 312,780	\$ -	\$ -	\$ -	\$ -
Huntington Treasury money market	869,437	869,437	869,437	-	-	-	-
U.S. Treasury Note	499,688	488,905	-	-	-	-	488,905
FHLB	1,498,925	1,481,545	-	-	-	-	1,481,545
FFCB	499,500	490,240	-	-	-	-	490,240
FHLMC	747,375	727,860	-	-	-	-	727,860
FNMA	1,998,450	1,973,820	-	-	-	-	1,973,820
<b>Total</b>	<b>\$ 6,426,155</b>	<b>\$ 6,344,587</b>	<b>\$ 1,182,217</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 5,162,370</b>

The weighted average maturity of investments is 3.33 years.

*Interest Rate Risk:* As a means of limiting its exposure to fair value losses arising from rising interest rates and according to State law, the Township's investment policy limits investment portfolio maturities to five years or less.

*Credit Risk:* STAR Ohio, The U.S. Treasury Note and the Huntington Treasury money market fund carry a rating of AAAM by Standard & Poor's. Ohio law requires that STAR Ohio maintain the highest rating provided by at least one nationally recognized standard service rating. The Township's investments in federal agency securities were rated AA+ and Aaa by Standard & Poor's and Moody's Investor Services, respectively.

**PLAIN TOWNSHIP  
FRANKLIN COUNTY, OHIO**

**NOTES TO THE BASIC FINANCIAL STATEMENTS  
FOR THE YEAR ENDED DECEMBER 31, 2013  
(Continued)**

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

**B. Investments (Continued)**

*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 investment or collateral securities that are in the possession of an outside party. The federal agency securities are exposed to custodial credit risk in that they are uninsured, unregistered and held by the counterparty's trust department or agent, but not in the Township's name. The Township 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 Fiscal Officer or qualified trustee.

*Concentration of Credit Risk:* The Township places no limit on the amount that may be invested in any one issuer. The following table includes the percentage of each investment type held by the Township at December 31, 2013:

<u>Investment type</u>	<u>Carrying Value</u>	<u>% of Total</u>
STAR Ohio	\$ 312,780	4.87
Huntington Treasury money market	869,437	13.53
U.S. Treasury note	499,688	7.78
FHLB	1,498,925	23.33
FFCB	499,500	7.77
FHLMC	747,375	11.63
FNMA	1,998,450	31.09
Total	<u>\$ 6,426,155</u>	<u>100.00</u>

**C. Reconciliation of Cash and Investments to the Statement of Net Position**

The following is a reconciliation of cash and investments as reported in the note above to cash and investments as reported on the Statement of Net Position - Cash Basis as of December 31, 2013:

<u>Cash and investments per note</u>	
Carrying amount of deposits	\$ 384,398
Investments	<u>6,426,155</u>
Total	<u>\$ 6,810,553</u>
 <u>Cash and investments per statement of net position</u>	
Governmental activities	\$ 6,807,368
Private purpose trust	<u>3,185</u>
Total	<u>\$ 6,810,553</u>

**PLAIN TOWNSHIP  
FRANKLIN COUNTY, OHIO**

**NOTES TO THE BASIC FINANCIAL STATEMENTS  
FOR THE YEAR ENDED DECEMBER 31, 2013  
(Continued)**

**NOTE 5 - PROPERTY TAX**

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

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

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.

The full tax rate for all Township operations for the year ended December 31, 2013, was \$15.35 per \$1,000 of assessed value. The assessed values of real and tangible personal property upon which 2013 property tax receipts were based are as follows:

	<u>2013</u>
Real property tax	\$ 589,361,370
Public utility tangible personal property	<u>16,752,440</u>
 Total assessed valuation	 <u><u>\$ 606,113,810</u></u>

**NOTE 6 - DEBT OBLIGATIONS**

Transactions for the year ended December 31, 2013 are summarized as follows:

<u>Description</u>	<u>Balance</u> <u>December 31, 2012</u>	<u>Proceeds</u>	<u>Payments</u>	<u>Balance</u> <u>December 31, 2013</u>
Current Interest Bonds - Pool (1.50-3.00%)	\$ 1,455,000	\$ -	\$ -	\$ 1,455,000
Capital Appreciation Bonds - Pool (13.054%)	43,660	-	(23,208)	20,452
Accreted interest	<u>107,144</u>	<u>6,052</u>	<u>(56,792)</u>	<u>56,404</u>
Total	<u><u>\$ 1,605,804</u></u>	<u><u>\$ 6,052</u></u>	<u><u>\$ (80,000)</u></u>	<u><u>\$ 1,531,856</u></u>

The Swimming Pool Notes were originally issued April 15, 2002 to construct, furnish, and equip the pool and to landscape and improve the site thereof. The Swimming Pool Notes were rolled over in 2003 and in January the Current Interest and Capital Appreciation Pool Bonds were issued which retired the 2003 notes. The original value of the Capital Appreciation Bonds was \$69,998; however, they have been presented above to include their accreted value. Increases in accreted value for each year are presented in the proceeds column.

**PLAIN TOWNSHIP  
FRANKLIN COUNTY, OHIO**

**NOTES TO THE BASIC FINANCIAL STATEMENTS  
FOR THE YEAR ENDED DECEMBER 31, 2013  
(Continued)**

**NOTE 6 - DEBT OBLIGATIONS (Continued)**

General obligation bonds and notes are direct obligations of the Township for which its full faith, credit and resources, are pledged and are payable from tax levies on all taxable property in the Township.

The principal and interest requirements to retire the debt obligations outstanding at December 31, 2013, are as follows:

Year Ending December 31,	Current Interest Bonds		Capital Appreciation Bonds	
	Principal	Interest	Principal	Interest
2014	\$ -	\$ 61,813	\$ 20,452	\$ 59,568
2015	80,000	61,813	-	-
2016	80,000	58,693	-	-
2017	85,000	55,573	-	-
2018	90,000	52,258	-	-
2019 - 2023	500,000	202,335	-	-
2024 - 2028	<u>620,000</u>	<u>85,060</u>	<u>-</u>	<u>-</u>
Total	<u>\$ 1,455,000</u>	<u>\$ 577,545</u>	<u>\$ 20,452</u>	<u>\$ 59,568</u>

Under the cash basis of accounting, debt obligations at year end are not reported on the financial statements.

**NOTE 7 - PENSION PLANS**

**A. Ohio Public Employees Retirement System**

Plan Description - 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% per year). Under the Member-Directed Plan, members accumulate retirement assets equal to the value of the member and vested employer contributions plus any investment earnings. The Combined Plan is a cost-sharing, multiple-employer defined benefit pension plan that has elements of both a defined benefit and a defined contribution plan. Under the Combined Plan, employer contributions are invested by the retirement system to provide a formula retirement benefit similar to the Traditional Pension Plan benefit. Member contributions, whose investment is self-directed by the member, accumulate retirement assets in a manner similar to the Member-Directed Plan.

OPERS provides retirement, disability, survivor and death benefits and annual cost of living adjustments to members of the Traditional Pension and the Combined Plans. Members of the Member-Directed Plan do not qualify for ancillary benefits. Authority to establish and amend benefits is provided by Chapter 145 of the Ohio Revised Code. OPERS issues a stand-alone financial report which may be obtained by visiting <https://www.opers.org/investments/cafr.shtml>, writing to OPERS, 277 East Town Street, Columbus, OH 43215-4642 or by calling (614) 222-5601 or (800) 222-7377.

**PLAIN TOWNSHIP  
FRANKLIN COUNTY, OHIO**

**NOTES TO THE BASIC FINANCIAL STATEMENTS  
FOR THE YEAR ENDED DECEMBER 31, 2013  
(Continued)**

**NOTE 7 - PENSION PLANS (Continued)**

**A. Ohio Public Employees Retirement System (Continued)**

Funding Policy - The Ohio Revised Code provides statutory authority for member and employer contributions. For 2013, member and contribution rates were consistent across all three plans. The 2013 member contribution rates were 10.00% for members. The Township's contribution rate for 2013 was 14.00% of covered payroll.

The Township's contribution rate for pension benefits for members in the Traditional Plan for 2013 was 13.00%. The Township's contribution rate for pension benefits for members in the Combined Plan for 2013 was 13.00%. The Township's required contributions for pension obligations to the Traditional Pension and Combined Plans for the years ended December 31, 2013, 2012, and 2011 were \$49,766, \$38,801, and \$37,987, respectively; 83.32% has been contributed for 2013 and 100% has been contributed for 2012 and 2011. Contributions to the member-directed plan for 2013 were \$18,165 made by the City and \$12,975 made by the plan members.

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

Plan Description - 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 statements and required supplementary information for the plan. That report may be obtained by writing to the OP&F, 140 East Town Street, Columbus, Ohio 43215-5164 or by visiting the website at [www.op-f.org](http://www.op-f.org).

Funding Policy - From January 1, 2013 through July 1, 2013, plan members were required to contribute 10.00% of their annual covered salary. From July 2, 2013 through December 31, 2013, plan members were required to contribute 10.75% of their annual covered salary. Throughout 2013, the Township was required to contribute 19.50% and 24.00% for police officers and firefighters, respectively. Contribution rates are established by State statute.

For 2013, the portion of the Township's contributions to fund pension obligations was 14.81% for January 1, 2013 through May 31, 2013 and 16.65% for June 1, 2013 through December 31, 2013 for police officers and 19.31% for January 1, 2013 through May 31, 2013 and 21.15% for June 1, 2013 through December 31, 2013 for firefighters. The Township's required contributions for pension obligations to OP&F for firefighters were \$503,876 for the year ended December 31, 2013, \$416,577 for the year ended December 31, 2012, and \$402,014 for the year ended December 31, 2011. The full amount has been contributed for 2012 and 2011. 92.69% has been contributed for firefighters for 2013.

**NOTE 8 - POSTRETIREMENT BENEFIT PLANS**

**A. Ohio Public Employees Retirement System**

Plan Description - 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.

**PLAIN TOWNSHIP  
FRANKLIN COUNTY, OHIO**

**NOTES TO THE BASIC FINANCIAL STATEMENTS  
FOR THE YEAR ENDED DECEMBER 31, 2013  
(Continued)**

**NOTE 8 - POSTRETIREMENT BENEFIT PLANS (Continued)**

**A. Ohio Public Employees Retirement System (Continued)**

To qualify for post-employment health care coverage, age-and-service retirees under the Traditional Pension and Combined Plans must have ten years or more of qualifying Ohio service credit. 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.

Disclosures for the healthcare plan are presented separately in the OPERS financial report which may be obtained by visiting <https://www.opers.org/investments/cafr.shtml>, writing to OPERS, 277 East Town Street, Columbus, OH 43215-4642 or by calling (614) 222-5601 or (800) 222-7377.

Funding Policy - The post-employment healthcare plan was established under, and is administered in accordance with, Internal Revenue Code Section 401(h). State statute requires that public employers fund post-employment healthcare through contributions to OPERS. A portion of each employer's contribution to the Traditional or Combined Plans is set aside for the funding of post-employment health care.

Employer contribution rates are expressed as a percentage of the covered payroll of active employees. In 2013, local government employers contributed 14.00% of covered payroll. Each year the OPERS' Retirement Board determines the portion of the employer contribution rate that will be set aside for the funding of the postemployment health care benefits. The portion of employer contributions allocated to fund post-employment healthcare for members in the Traditional Plan for 2013 was 1.00%. The portion of employer contributions allocated to fund post-employment healthcare for members in the Combined Plan for 2013 was 1.00%.

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. Active members do not make contributions to the post-employment healthcare plan.

The Township's contributions allocated to fund post-employment health care benefits for the years ended December 31, 2013, 2012, and 2011 were \$3,827, \$15,521, and \$15,195, respectively; 83.32% has been contributed for 2013 and 100% has been contributed for 2012 and 2011.

Changes to the health care plan 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 State Bill 343 and the approved health care changes, OPERS expects to be able to consistently allocate 4 percent of the employer contributions toward the health care fund after the end of the transition period.

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

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

**PLAIN TOWNSHIP  
FRANKLIN COUNTY, OHIO**

**NOTES TO THE BASIC FINANCIAL STATEMENTS  
FOR THE YEAR ENDED DECEMBER 31, 2013  
(Continued)**

**NOTE 8 - POSTRETIREMENT BENEFIT PLANS - (Continued)**

**B. Ohio Police and Fire Pension Fund (Continued)**

OP&F provides access to post-employment health care coverage to any person who receives or is eligible to receive a monthly service, disability or survivor benefit check or is a spouse or eligible dependent child of such person.

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.

OP&F issues a publicly available financial report that includes financial statements and required supplementary information for the plan. That report may be obtained by writing to the OP&F, 140 East Town Street, Columbus, Ohio 43215-5164 or by visiting the website at [www.op-f.org](http://www.op-f.org).

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 account is for health care benefits under an Internal Revenue Code Section 115 trust and the other account is for Medicare Part B reimbursements administered as an Internal Revenue Code Section 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 into the Section 115 trust and the Section 401(h) account as the employer contribution for retiree health care benefits. The portion of employer contributions allocated to health care was 4.69% of covered payroll from January 1, 2013 through May 31, 2013 and 2.85% of covered payroll from June 1, 2013 through December 31, 2013. The amount of employer contributions allocated to the health care plan each year is subject to the Trustees' primary responsibility to ensure that the 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 post-employment healthcare benefits for firefighters were \$88,834 for the year ended December 31, 2013, \$163,008 for the year ended December 31, 2012, and \$157,310 for the year ended December 31, 2011. The full amount has been contributed for 2012 and 2011. 92.69% has been contributed for firefighters for 2013.

**PLAIN TOWNSHIP  
FRANKLIN COUNTY, OHIO**

**NOTES TO THE BASIC FINANCIAL STATEMENTS  
FOR THE YEAR ENDED DECEMBER 31, 2013  
(Continued)**

**NOTE 9 - RISK MANAGEMENT**

**Risk Pool Membership**

The Township belongs to the Ohio Township Association Risk Management Authority (OTARMA), a risk-sharing pool available to Ohio townships. OTARMA provides property and casualty coverage for its members. OTARMA is a member of the American Public Entity Excess Pool (APEEP). Member governments pay annual contributions to fund OTARMA. OTARMA pays judgments, settlements and other expenses resulting from covered claims that exceed the members' deductibles.

Casualty Coverage

OTARMA retains casualty risks up to \$250,000 per claim, including loss adjustment expenses. OTARMA pays a percentage of its contributions to APEEP. APEEP reinsures claims exceeding \$250,000, up to \$1,750,000 per claim and \$10,000,000 in the aggregate per year. Townships can elect additional coverage, from \$2,000,000 to \$13,000,000, from the General Reinsurance Corporation.

If losses exhaust OTARMA's retained earnings, APEEP covers OTARMA losses up to \$5,000,000 per year, subject to a per-claim limit of \$2,000,000.

Property Coverage

OTARMA retains property risks, including automobile physical damage, up to \$10,000 on any specific loss. The Travelers Indemnity Company reinsures losses exceeding \$500,000 up to \$600,000,000 per occurrence. APEEP's Guarantee Fund pays losses and loss adjustment expenses exceeding operating contributions.

The aforementioned casualty and property reinsurance agreements do not discharge OTARMA's primary liability for claims payments on covered losses. Claims exceeding coverage limits are the obligation of the respective township.

<u>Type of Coverage</u>	<u>Limits of Coverage</u>	<u>Deductible</u>
Real and Personal Property	\$6,402,600	\$1,000
Personal Property	249,200	1,000
Newly Acquired Buildings	2,000,000	1,000
Newly Constructed Buildings	2,000,000	1,000
Personal Property at Newly Acquired Leased Locations	1,000,000	1,000
Vehicles	250,000	N/A
Miscellaneous Property	3,000,000	N/A
Electronic Data Processing Equipment	85,314	500
Dishonesty Securities	25,000	250
Boiler and Equipment Breakdown Protection	6,402,600	2,500

**PLAIN TOWNSHIP  
FRANKLIN COUNTY, OHIO**

**NOTES TO THE BASIC FINANCIAL STATEMENTS  
FOR THE YEAR ENDED DECEMBER 31, 2013  
(Continued)**

**NOTE 9 - RISK MANAGEMENT - (Continued)**

Financial Position

OTARMA's financial statements (audited by other accountants) conform with generally accepted accounting principles, and reported the following assets, liabilities and retained earnings at December 31, 2012 and 2013:

<u>Casualty Coverage</u>	<u>2012</u>	<u>2013</u>
Assets	\$ 34,771,270	\$ 34,954,286
Liabilities	<u>(9,355,082)</u>	<u>(8,486,363)</u>
Retained earnings	<u>\$ 25,416,188</u>	<u>\$ 26,467,923</u>

At December 31, 2012 and 2013, respectively, liabilities above include approximately \$8.7 million and \$7.9 million of estimated incurred claims payable. The assets and retained earnings above also include approximately \$7.9 million and \$7.4 million of unpaid claims to be billed to approximately 957 member governments in the future, as of December 31, 2012 and 2013, respectively. These amounts will be included in future contributions from members when the related claims are due for payment. The Township's share of these unpaid claims collectible in future years is approximately \$25,000. This payable includes the subsequent year's contribution due if the Township terminates participation, as described in the last paragraph below.

Based on discussions with OTARMA, the expected rates OTARMA charges to compute member contributions, which are used to pay claims as they become due, are not expected to change significantly from those used to determine the historical contributions detailed below. By contract, the annual liability of each member is limited to the amount of financial contributions required to be made to OTARMA for each year of membership.

<u>Contributions to OTARMA</u>	
2012	\$35,775
2013	37,984

After completing one year of membership, members may withdraw on each anniversary of the date they joined OTARMA provided they provide written notice to OTARMA 60 days in advance of the anniversary date. Upon withdrawal, members are eligible for a full or partial refund of their capital contributions, minus the subsequent year's budgetary contribution. Withdrawing members have no other future obligation to the pool. Also upon withdrawal, payments for all casualty claims and claim expenses become the sole responsibility of the withdrawing member, regardless of whether a claim occurred or was reported prior to the withdrawal.

**NOTE 10 - CONTINGENCIES**

**A. Litigation**

The Township is currently not party to any pending litigation.

**PLAIN TOWNSHIP  
FRANKLIN COUNTY, OHIO**

**NOTES TO THE BASIC FINANCIAL STATEMENTS  
FOR THE YEAR ENDED DECEMBER 31, 2013  
(Continued)**

**NOTE 10 – CONTINGENCIES (Continued)**

**B. Grants**

The Township receives significant financial assistance from numerous Federal, State and local agencies in the form of grants. The disbursement of funds received under these programs generally requires compliance with terms and conditions specified in the grant agreements and are subject to audit by the grantor agencies. Any disallowed claims resulting from such audits could become a liability of the general fund or other applicable funds. However, in the opinion of management, any such disallowed claims will not have a material effect on any of the financial statements of the individual funds included herein or on the overall financial position of the Township at December 31, 2013.

**NOTE 11 - INTERFUND TRANSACTIONS**

Interfund transfers for the year ended December 31, 2013, consisted of the following, as reported on the fund financial statements:

<u>Transfers from General Fund to:</u>	
Nonmajor governmental fund	\$ 141,813
<u>Transfers from nonmajor governmental fund to:</u>	
General fund	3,319
Fire District Fund	2,337
Nonmajor governmental fund	<u>5,817</u>
Total transfers	<u>\$ 153,286</u>

Transfers are used to (1) move revenues from the fund that statute or budget requires to collect them to the fund that statute or budget requires to expend them, (2) move receipts restricted to debt service from the funds collecting the receipts to the Debt Service Fund as debt service payments become due, and (3) use unrestricted revenues collected in the General Fund to finance various programs accounted for in other funds in accordance with budgetary authorizations. All transfers were made in accordance with Ohio Revised Code Sections 5705.14, 5705.15 and 5705.16.

Interfund transfers between governmental funds are eliminated for reporting in the Statement of Activities.

**NOTE 12 - OTHER COMMITMENTS**

The Township utilizes encumbrance accounting as part of its budgetary controls. Encumbrances outstanding at year end may be reported as part of restricted, committed, or assigned classifications of fund balance. At year end, the Township's commitments for encumbrances in the governmental funds were as follows:

<u>Fund</u>	<u>Year-End Encumbrances</u>
General Fund	\$ 48,747
Fire District Fund	4,207
Other governmental	<u>24,187</u>
Total	<u>\$ 77,141</u>

**PLAIN TOWNSHIP  
FRANKLIN COUNTY, OHIO**

**NOTES TO THE BASIC FINANCIAL STATEMENTS  
FOR THE YEAR ENDED DECEMBER 31, 2013  
(Continued)**

**NOTE 13 - 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 Statement of Cash Receipts, Cash Disbursements and Changes in Fund Cash Balance - budget and actual (budgetary basis) presented for the General Fund and Fire District Fund is prepared on the budgetary basis to provide a meaningful comparison of actual results with the budget. The difference between the budgetary basis and the cash basis is outstanding year end encumbrances are treated as disbursements on the budgetary basis but are not on a cash basis. At December 31, 2013, the encumbrances outstanding at year end (budgetary basis) amounted to \$48,747 for the General Fund and \$4,207 for the Fire District Fund.



# Dave Yost • Auditor of State

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

Plain Township  
Franklin County  
45 Second Street  
New Albany, Ohio 43054

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 financial statements of the governmental activities, each major fund, and the aggregate remaining fund information of Plain Township, Franklin County, (the Township) as of and for the year ended December 31, 2013, and the related notes to the financial statements, which collectively comprise the Township's basic financial statements and have issued our report thereon dated September 18, 2015, 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 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 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 black ink that reads "Dave Yost". The signature is written in a cursive style with a large, looping "D" and "Y".

**Dave Yost**  
Auditor of State  
Columbus, Ohio

September 18, 2015



# Dave Yost • Auditor of State

**PLAIN TOWNSHIP**

**FRANKLIN COUNTY**

**CLERK'S CERTIFICATION**

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

*Susan Babbitt*

**CLERK OF THE BUREAU**

**CERTIFIED  
NOVEMBER 5, 2015**