

CITY OF CRESTVIEW HILLS, KENTUCKY



For Fiscal Year ending June 30th, 2014



COMPREHENSIVE ANNUAL FINANCIAL REPORT

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Prepared by the City Finance Officer

Year Ended June 30, 2014

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November 13, 2014

To: The Citizens of the City of Crestview Hills,
the Honorable Mayor and,
Members of the City Council:

State law requires that all general-purpose local governments publish within six months of the close of each fiscal year a complete set of financial statements presented in conformity with generally accepted accounting principles (GAAP) in accordance with implementation of Government Standards Board (GASB) Statement 34, and audited in accordance with generally accepted auditing standards by an independent firm of licensed certified public accountants. Pursuant to that requirement, we hereby issue the Comprehensive Annual Financial Report of the City of Crestview Hills for the fiscal year ended June 30, 2014.

Responsibility for both the accuracy of the data and the completeness and fairness of the presentation, including all disclosures, rests with the City of Crestview Hills management. To the best of our knowledge and belief, the enclosed information is accurate in all material respects and is reported in a manner designed to present fairly the financial position of the City. All disclosures necessary to enable an understanding of the City's financial activities have been included. Because the cost of internal control should not exceed anticipated benefits, the objective is to provide reasonable, rather than absolute, assurance that the financial statements are free of any material misstatements.

Rankin, Rankin, and Company, Certified Public Accountants, have issued an unqualified (clean) opinion on the City of Crestview Hills financial statements for the year ended June 30, 2014. The independent auditor's report is located at the front of the financial section of this report.

Management's discussion and analysis (MD&A) immediately follows the independent auditor's report and provides a narrative introduction, overview, and analysis of the basic financial statements. MD&A complements this letter of transmittal and should be read in conjunction therewith.

The City provides a wide range of services including public works, engineering, maintenance of dedicated streets and rights-of-way, recreational activities, and general administrative functions. Contracted services include police and fire protection, basic and advanced emergency medical service, city-wide landscaping maintenance and right-of-way plantings, animal control services, building, zoning, and code enforcement.

The majority of City activities are accounted for through the General Fund, with a separate Capital Projects Fund maintained mostly for grant and large infrastructure projects. Financial statements of governmental organizations differ somewhat from the statements prepared for profit-oriented organizations in that governmental organizations prepare statements on a fund basis. In governmental accounting, the term "fund" is used to identify a separate accounting entity with its own assets, liabilities, revenues, or expenses, as appropriate.

Profile of the Government

The City of Crestview Hills, incorporated in 1951, is located in the Northern Kentucky. Crestview Hills currently occupies a land area of 2.6 square miles and serves a residential population of 3,168 (2012 U.S. Census) with a much larger daytime population. The City levies a property tax on real property and levies an occupational fee on employees and businesses.

The City of Crestview Hills has operated under the Mayor-Council form of government since 1951. Policy-making and legislative authority are vested in the City Council. The Mayor is responsible for the executive functions of the City, including administration of the budget, appointing employees, and representing the City as the Chief Elected Official. The City Council is responsible for setting policy, passing ordinances, adopting the budget, approving the Mayor's appointments to committees, and approving the appointment of the City Administrator, City Engineer, City Attorney and City Clerk. The appointed City Administrator is responsible for carrying out the policies and ordinances of the City Council, for overseeing the day-to-day operations of the City, and assisting the Mayor and Council. The council is elected on a non-partisan basis. Council members serve two-year terms while the mayor serves a four-year term.

The annual budget serves as the foundation for the City of Crestview Hills financial planning and control. The Mayor is responsible for presentation of the annual budget to the City Council for approval. The City Administrator and Treasurer work closely with the Mayor and Council Committees to assess budgetary needs for the coming year. This information, along with known changes in funding formulas and contracts is programmed into the budget document. The final budget proposal is submitted to the Finance Committee for review before going to City Council for first reading in May. Council is required by state statues to hold public hearings on the proposed budget and adopt a final budget by no later than June 30, the close of Crestview Hills fiscal year. Fund, function (i.e. Public Safety or General Government), and department (i.e. Police, Fire) determine the order of the appropriated budget. Budget-to-actual comparisons are provided in this report for each governmental fund for which an appropriated annual budget has been adopted.

Local Economy

Crestview Hills is located eight miles southwest of downtown Cincinnati. The City is known for its diversity including single family residential and condominiums, an active retail center, a large business and office park, a four year liberal arts college (Thomas More College) and two country clubs. The key economic areas vital to the City's tax base are: the medical sector, professional offices, retail, and residential. Each contributes to the broad based revenue that operates the City.

The development of the Research Park area along Thomas More Parkway during the last two decades has been a boon to the City's economy. The Research Park is within seven miles of the Greater Cincinnati/Northern Kentucky International Airport with easy access to I-75, I-71, and I-275. While downtown Cincinnati is only a few minutes away, this location is suburban and residential in nature. The Research Park houses professional offices, specialty physicians, attorneys, banks, country clubs, a four-year college, a gymnastics training facility, children's care facilities, and corporate offices in an suburban environment with the lowest overall tax rates in the area. The proximity of the St. Elizabeth Hospital Healthcare system in the adjacent City of Edgewood has contributed to the large concentration of healthcare related offices in the City. The City is the home to St. Elizabeth Physicians, a multi-specialty physicians group employing 200 physicians and 1,100 total employees throughout Northern Kentucky. St. Elizabeth Healthcare also maintains a large presence in the community, remaining the top payroll taxpayer during FY 2013-2014.

Like most of the national economy over the past year, Northern Kentucky has seen an uptick in job creation and overall business activity. The City's retail center is fully leased with several new restaurants and clothing stores opening over the past year. The overall vacancy rate within the office park remains less than 10%, with much of that vacant space attributable to an office building vacated last year by a large employer. The City continues to explore additional office space on undeveloped lots, and anticipates vacancy rates will decline further over the next 18 months if the national economy continues to recover. Business tax revenue should show a modest increase in the next fiscal year.

Payroll taxes for FY 2013-2014 decreased. The City's payroll taxes decreased by 2.69% from \$1,657,511 to \$1,614,065. This was expected due to the departure of Fischer Homes corporate office and a reduction of St. Elizabeth Hospital staff. Because most of the land in Crestview Hills has been developed, it is unlikely the City will receive large year over year increases in business taxes in future years. Net Profits also decreased by 2.6% from \$293,377 to \$285,561.

Domiciled businesses account for the majority of payroll taxes received. The number of domiciled accounts remained slightly higher in FY 2014, with 424 accounts. For the latest fiscal year, the city registered over 1,700 non-domiciled businesses, everything from construction companies to home service businesses.

Residential real estate has started to pick up over the last year, mirroring the national economy. Within the last nine months there has been some strengthening in local real estate market with increasing prices on existing residential properties. Commercial real estate has been steady; however, it is anticipated that as the local job market improves, commercial real estate should improve. The City is working closely with owners of vacant commercial properties to fill these spaces, and identify prospects for the few vacant commercial properties. The City is experiencing a very competitive environment for new and existing jobs.

Long-term financial planning

Unassigned fund balance in the general fund has exceeded policy guidelines set by Council by recommendation of the Finance Committee for budgetary and planning purposes (i.e., between 15 and 20 percent of total general fund revenues). With a number of potential infrastructure projects such as street reconstruction and storm water detention project, the City will remain diligent in identifying and ensuring adequate financial reserves to meet future needs. This is particularly true for future street maintenance activities, where the City has begun an annual street reconstruction program, focusing on our older residential areas. The City will also face steadily increasing costs for Public Safety and other employee expenses in coming years.

After extensive public input and research, the Crestview Hills City Council approved a tax offset for the cost of street maintenance performed by homeowner associations on private residential streets in 2010. This offset amounted to \$.025 per one hundred dollars of assessed valuation. The total cost to the City is \$24,723 out of a total annual property tax collection of \$621,401 for the 2014 tax year. The City Ordinance provides for a review of the offset at least every five years to ensure that it is consistent with HOA maintenance costs. The City does not currently foresee any significant changes to this offset cost over the next several years.

While the majority of the issues regarding private streets have been addressed, City officials will continue to work with the HOA's and the Northern Kentucky Sanitation District # 1 (SD #1) to forge a solution to stormwater facilities on private streets. During FY 2009-2010, the City handed over ownership of all below ground stormwater facilities to SD #1. Future maintenance of these facilities is now the responsibility of SD #1. However, SD #1 has declined to accept any stormwater facilities located on private streets to-date, leaving homeowners with a possibly significant future cost for repair or replacement. While the Sanitation District has chosen to not accept this stormwater infrastructure, the private street residents continue to pay a monthly stormwater fee just like homeowners on public streets.

The City has been busy with numerous construction projects. The reconstruction of Campus Drive in the College Park subdivision was recently completed. A ten-year plan of street reconstruction has been prepared with expenses ranging between \$200,000 and \$300,000 per year. The remaining sections of Campus and University Circle are slated for reconstruction next fiscal year.

The City recently received an \$800,000 grant through the Ohio/Kentucky/Indiana Regional Transportation Authority to widen Thomas More Parkway from Five Seasons past Center View Parkway intersection. Utility relocation and right of way acquisition will take place this fiscal year. Actual construction will take place beginning in July of 2015.

The City has several cost drivers for future budgets. Public Safety costs will continue to rise, and although the City contracts out those services, the underlying increases in personnel (pensions, health insurance, etc.) will continue to affect future City costs. In 2013, the Kentucky General Assembly adopted significant modifications to the pension system for future employees that will hopefully restrain future rate increases. The City anticipates general operational costs to also rise in the years ahead, as regulatory burdens have increased costs for utilities, materials and supplies, for ongoing City services. Finally, infrastructure (roads, curbs, sidewalks, bridges, etc.) repairs and replacements will remain a significant cost driver for the next ten to fifteen years as older facilities are addressed.

On the revenue side, while the City is blessed with a diverse and relatively stable tax base, there may be issues on the horizon that could impact future revenues. The two most notable are some declines in property values since the peak in 2007, and the trend we have seen with physician practices merging with St. Elizabeth Healthcare's Physicians' group. With this, a number of businesses have come off the tax roll due to becoming non-profit and some support service jobs have been consolidated. Increasing competition for jobs among area governments can easily affect the City's short-term revenues.

For the tax year 2014, the City Council, increased the property tax rate from .1570 to .1600. This tax rate would produce \$621,401 in property tax revenue. There were several changes in the tax roll, including the addition of two new properties. There were also reductions in assessed value on 20 properties. Homestead Exemptions also continue to increase, with a total of 409 properties (34% of total residential properties) now receiving the exemption in 2014. Another 15 properties receive the disability exemption.

Other information

The management of the City is responsible for establishing and maintaining an internal control structure designed to ensure that the assets of the government are protected from loss, theft or misuse and to ensure that adequate accounting data is compiled to allow for the preparation of financial statements in conformity with accounting principles generally accepted in the United States of America. The internal control structure is designed to provide reasonable, but not absolute, assurance that these objectives are met. The concept of reasonable assurance recognizes that (1) the costs of a control should not exceed the benefits likely to be derived; and (2) the valuation of costs and benefits requires estimates and judgments by management.

As a recipient of Federal and State financial resources, the City also is responsible for ensuring that an adequate internal control structure is in place to ensure compliance with applicable laws and regulations related to those programs. The internal control structure is subject to periodic evaluation by the management of the City.

As part of the City's annual audit, reviews are made to determine the adequacy of the internal control structure, as well as to determine that the City has complied with applicable laws and regulations. The results of the City's annual audit for the fiscal year ended June 30, 2014 provided no instances of material weaknesses in the internal control structure or significant violations of applicable laws and regulations.

In addition, the City maintains budgetary controls. The objective of these budgetary controls is to ensure compliance with legal provisions embodied in the annual appropriated budget approved by the City Council. Activities of the General and Capital Projects Funds are included in the annual appropriated budget. The adopted budget for fiscal year 2013 - 2014 was prepared in accordance with accounting principles generally accepted in the United States of America.

As demonstrated by the statements and schedules included in the financial section of this report, the City continues to meet its responsibility for sound financial management.

Cash resources of the individual funds are combined to form a pool of cash and investments. Cash temporarily idle during the year was invested in certificates of deposit, consistent with the wishes of City Council as recommended by the Finance Committee.

The City's investment policy is designed to maximize the productive use of assets entrusted to its care and to invest and manage those funds wisely and prudently. Criteria for selecting investments and the order of priority are: (1) safety, (2) liquidity and (3) yield. The basic premise underlying the City's investment policy is to ensure that money is always available when needed while at the same time gaining the highest and best return. Accordingly, deposits were either insured by Federal depository insurance (FDIC) and/or collateralized.

The City's carrier, EMC Insurance, provides a full range of insured risks, including property and casualty, automobile, elected officials liability, and general liability insurance. The insurance limit of risk is 3 million with another 3 million umbrella, on a per occurrence basis. EMC provides a full range of risk management services, including loss control audits and safety training and accident prevention workshops.

All claims are investigated, valued, reserved, defended and/or settled in accordance with generally accepted insurance industry practices. The City maintains a Risk Management Committee consisting of the Mayor, City Attorney, City Administrator and Treasurer to periodically evaluate risks and ensure proper oversight of possible liability exposures. There are no known existing claims that would exceed the City's applicable coverage.

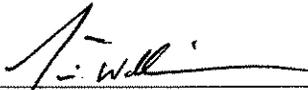
Awards and Acknowledgements

The Government Finance Officers Association of the United States and Canada (GFOA) awarded a Certificate of Achievement for Excellence in Financial Reporting to the City of Crestview Hills for its comprehensive annual financial report for the fiscal year ended June 30, 2013. This was the twelfth consecutive year that the government has received this prestigious award. To qualify for a Certificate of Achievement, a government must publish an easily readable and efficiently organized comprehensive annual financial report. This report must satisfy generally accepted accounting principles, pronouncements of the Governmental Accounting Standards Board, and applicable legal requirements.

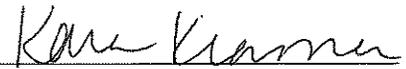
A Certificate of Achievement is valid for a period of one year only. We believe that our current comprehensive annual financial report continues to meet the Certificate of Achievement Program's requirements and we are submitting it to the GFOA to determine its eligibility for another certificate.

The preparation of this report would not have been possible without the efficient and dedicated service of the finance staff and appreciation is expressed to those who assisted and contributed in its completion. Credit also must be given to the Mayor and City Council for their support in maintaining the highest standards of professionalism in the management of Crestview Hills finances.

Respectfully submitted,

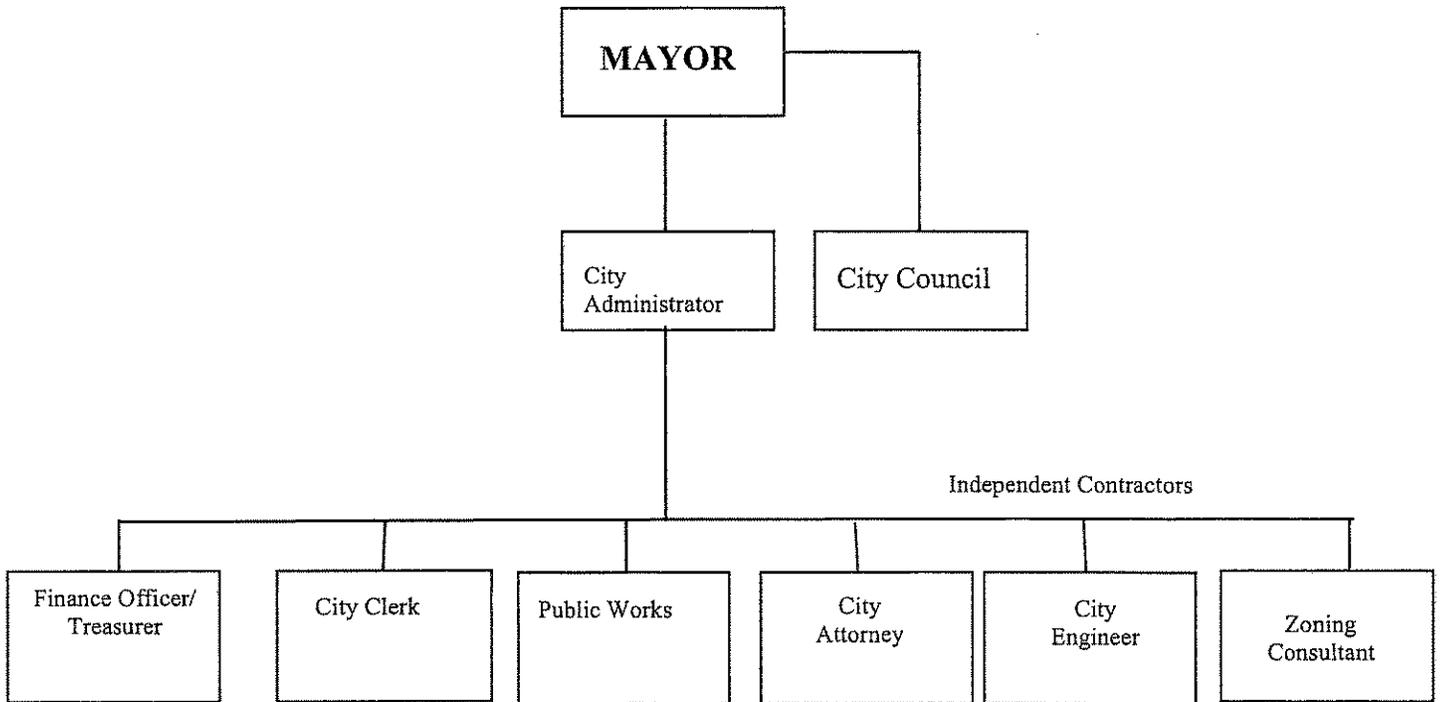


Tim Williams
City Administrator



Kara Kramer
Finance Officer/Treasurer

City of Crestview Hills Organizational Chart



City of CRESTVIEW HILLS

LIST OF PRINCIPAL OFFICIALS

Mayor - Council Form of Government

CITY COUNCIL

PAUL W. MEIER
Mayor

FRANK B. SOMMERKAMP, Jr.
Mayor Pro Temp

DAVID KRAMER
Council Member

KEN PALMER
Council Member

RALPH LAIRD
Council Member

THOMAS MOSER
Council Member

COLLEEN COLLINS-BRIGHT
Council Member

CITY ADMINISTRATION

Tim Williams
City Administrator

Kara Kramer, Treasurer
Kelly Micek, City Clerk
Mary Ann Stewart, City Attorney
NKAPC, Building Inspector
NKAPC, Zoning Consultant
Jeff Smith, Public Works Director
Jim Berling, City Engineer



Government Finance Officers Association

**Certificate of
Achievement
for Excellence
in Financial
Reporting**

Presented to

**City of Crestview Hills
Kentucky**

For its Comprehensive Annual
Financial Report
for the Fiscal Year Ended

June 30, 2013

Executive Director/CEO

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INDEPENDENT AUDITOR'S REPORT

**To the Mayor and Council
City of Crestview Hills, Kentucky**

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 the City of Crestview Hills, Kentucky, as of and for the year ended June 30, 2014, and the related notes to the financial statements, which collectively comprise the City's basic financial statements as listed in the table of contents.

Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

Auditor's Responsibility

Our responsibility is to express opinions on these financial statements based on our audit. We conducted our audit in accordance with auditing standards generally accepted in the United States of America. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinions.

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Opinions

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities, each major fund and the aggregate remaining fund information of the City of Crestview Hills, Kentucky, as of June 30, 2014, and the respective changes in financial position, and, where applicable, cash flows thereof for the year then ended in conformity with accounting principles generally accepted in the United States of America.

Other Matters

Required Supplementary Information

Accounting principles generally accepted in the United States of America require that the management's discussion and analysis and budgetary comparison information on pages 15-22 and 38 and 39 be presented to supplement the basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board, who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

Other Reporting Required by Government Auditing Standards

In accordance with *Government Auditing Standards*, we have also issued our report dated November 11, 2014, on our consideration of the City of Crestview Hills, Kentucky's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts and grant agreements and other matters. The purpose of that report is to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the City of Crestview Hills, Kentucky's internal control over financial reporting and compliance.

RANKIN, RANKIN, & COMPANY

A handwritten signature in cursive script that reads "Rankin, Rankin + Company".

**Ft. Wright, Kentucky
November 11, 2014**

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MANAGEMENT'S DISCUSSION AND ANALYSIS (UNAUDITED)

As management of the City of Crestview Hills, Kentucky, we offer readers of the City's financial statements this narrative overview and analysis of the financial activities of the City of Crestview Hills, Kentucky for the year ended June 30, 2014. We encourage readers to consider the information in conjunction with the letter of transmittal, which can be found on pages 1-5 in this report.

FINANCIAL HIGHLIGHTS

- Governmental funds revenue decreased \$73,192 over the prior year primarily due to the decrease of grant receipts in the current year.
- The General Fund reported a net increase in FY14 fund balance of \$76,354, compared to FY13 net increase of fund balance of \$173,344. This is the fifth year in a row that the City has added to its fund balance.
- Total cash increased by \$117,344 over the prior year.

Overview of the Financial Statements. This discussion and analysis is intended to serve as an introduction to the City's basic financial statements. The basic financial statements encompass three components: 1) government-wide financial statements 2) fund financial statements, and 3) notes to the financial statements. This report also contains other supplementary information in addition to the basic financial statements themselves.

Government-wide financial statements. The government-wide financial statements are designed to provide readers with a broad overview of the City's finances, in a manner similar to a private-sector business.

The statement of net position presents information on all of the City's assets and liabilities, with the difference between the two reported as net positions. Over time, the increases and decreases in net positions are one indicator of whether the City's financial position is improving or deteriorating. Other non-financial factors such as changes in the City's property tax base and the condition of the City's infrastructure will also assist in assessing the overall financial health of the City.

The statement of activities presents how the government's net position changed during the most recent fiscal year. All changes in net positions are reported as soon as the underlying event giving rise to the change occurs, regardless of the timing of cash flows. As a result, revenues and expenses are reported in this statement for some items that will only result in cash flows for future fiscal periods (e.g. uncollected revenue and earned but unused vacation leave.)

Both of the government-wide financial statements distinguish functions of the City that are principally supported by taxes, license fees, and intergovernmental activities which are considered governmental activities from those functions that are intended to cover all or a significant portion of their costs through user fees and charges for business-type activities. The governmental activities include most of the City's basic services. These include, but are not limited to police, fire, ambulance, street maintenance, planning and zoning, recreation, and general administration. The government-wide financial statements can be found on pages 23 and 24 of this report.

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 and objectives. Some funds are required to be established by State law. However, the City Council can establish other funds to help it control and manage money for particular purposes or to show that it is meeting legal responsibilities for grant funds. All funds of the City can be divided into three categories: governmental funds, proprietary funds and fiduciary funds. The City of Crestview Hills currently uses only governmental funds.

Governmental funds: Governmental funds are used to account for essentially the same functions reported as governmental activities in the government-wide financial statements. However, unlike the government-wide financial statements, governmental fund financial statements focus on how money flows into and out of those funds and the balances left at year-end that are available for spending. The governmental fund statements provide a detailed short-term view of the City's general government operations and the basic services it provides. Governmental fund information helps you determine whether there are more or fewer financial resources that can be spent in the near future to finance the City's programs.

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

The City of Crestview Hills maintains two individual governmental funds. Information is presented separately in the governmental balance sheet and in the statement of revenues, expenditures and change in fund balances for the funds, both of which are considered to be major funds.

The basic governmental financial statements can be found on pages 25-27 of this report.

Notes to the financial statements. The notes provide additional information that is essential to a full understanding of the data provided in the government-wide and fund financial statements. The notes to the financial statements can be found on pages 28-37 of this report.

Other Information. In addition to the basic financial statements and accompanying notes, this report also presents certain required supplementary information. The City adopts an annual appropriated budget for its general fund and capital projects. The budgetary comparison schedules can be found on pages 38-39 of this report and a related general fund budget analysis can be found on page 21 within the Management Discussion and Analysis report.

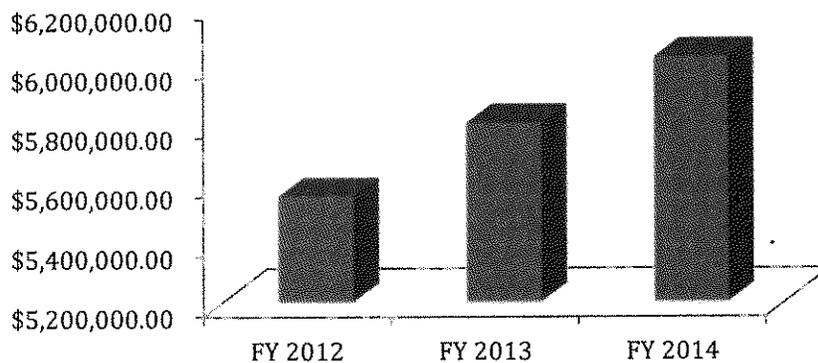
Government-wide Financial Analysis. Net position may serve over time as a useful indicator of a government's financial position. Crestview Hills' total assets exceeded liabilities by \$6,023,288 at the close of the 2014 fiscal year. The largest portion of the net positions reflects current and

other assets (e.g., cash and cash equivalents). Investment in capital assets is the second largest portion of the net positions (e.g. land, building, machinery, equipment and infrastructure). Capital assets are used to provide services to citizens, and consequently, are not available for future spending. Although the City of Crestview Hills' investment in its capital assets is reported net of related debt, it should be noted that the resources needed to repay this debt must be provided from other sources, since the capital assets themselves cannot be used to liquidate these liabilities. The government-wide financial statements can be found on pages 23 and 24 of this report.

At the end of the current fiscal year, Crestview Hills is able to report positive balances in net position. The same held true for prior fiscal years. Total assets increased by \$129,323 due to an increase in cash and capital assets.

	<u>2012</u>	<u>2013</u>	<u>2014</u>
Current and other assets	\$ 4,394,084	\$ 4,471,333	\$ 4,573,997
Capital assets	<u>3,165,953</u>	<u>3,194,751</u>	<u>3,221,410</u>
Total assets	<u>7,560,037</u>	<u>7,666,084</u>	<u>7,795,407</u>
Deferred outflows of resources	\$ -	\$ 41,814	\$ 38,597
Long term liabilities	1,942,911	1,821,867	1,700,260
Other liabilities	<u>61,453</u>	<u>83,943</u>	<u>110,456</u>
Total liabilities	\$ <u>2,004,364</u>	\$ <u>1,905,810</u>	\$ <u>1,810,716</u>
Net Position			
Invested in capital assets, net of related debt	1,238,466	1,384,751	1,563,410
Unrestricted	<u>4,317,207</u>	<u>4,417,337</u>	<u>4,459,878</u>
Total net position	\$ <u>5,555,673</u>	\$ <u>5,802,088</u>	\$ <u>6,023,288</u>

Change in Net Position of Assets



Governmental Activities. Governmental activities increased the City’s net position by \$221,200 accounting for 100 percent of the total increase.

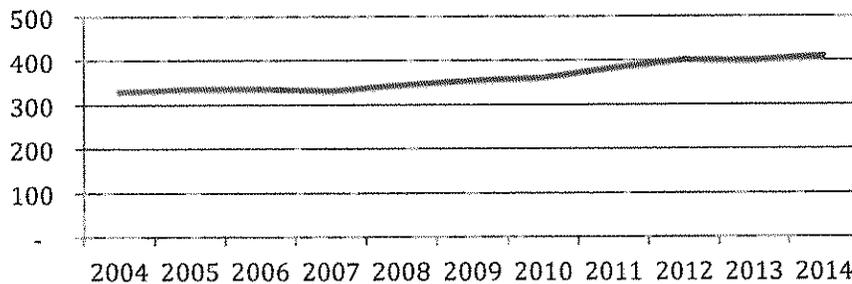
City of Crestview Hills Changes in Net Positions

	<u>Governmental Activities</u>		
	<u>FY 2012</u>	<u>FY 2013</u>	<u>FY 2014</u>
Revenues:			
Program Revenues:			
Charges for services	\$ 17,787	\$ 19,431	\$ 16,114
Capital grants and contributions	331,421	73,357	128,184
General Revenues:			
Property taxes	577,737	597,639	603,408
Other taxes	1,961,338	2,032,142	1,982,129
Other revenues	56,632	24,906	14,772
Total revenues	<u>2,944,915</u>	<u>2,747,475</u>	<u>2,744,607</u>
Expenses:			
General government	580,733	557,336	596,030
Public safety	1,180,680	1,201,262	1,186,675
Public works/streets	1,116,282	584,229	610,767
Community development	70,566	82,312	56,323
Interest on Long-term Debt	78,273	75,921	73,612
Total expenses	<u>3,026,534</u>	<u>2,501,060</u>	<u>2,523,407</u>
Increase or decrease in net position before transfers	(81,619)	246,415	221,200
Transfers	-	-	-
Increase/decrease in net positions	(81,619)	246,415	221,200
Net position prior year	5,637,292	5,555,673	5,802,088
Net position current year	<u>\$ 5,555,673</u>	<u>\$ 5,802,088</u>	<u>\$ 6,023,288</u>

Governmental Activities: Revenues

Property tax rates increased from .1570 in tax year 2013 to .1600 in tax year 2014. This is a 1.5% increase in the property tax rate. Recently total property assessments have dropped due to property sales and each year the number of residents filing for the Homestead Exemption increases.

Total Properties with Homestead Exemption



Other taxes include payroll, occupational license and net profits. The total collection of tax licenses and permits accounts for 71% of the total revenue in FY14. The City has seen slower increase in business and payroll taxes. The City’s payroll taxes decreased by 2.69% from \$1,657,511 to \$1,614,065. This was expected due to the departure of Fischer Homes corporate office and a

reduction of St. Elizabeth Hospital staff. Because most of the land in Crestview Hills has been developed, it is unlikely the City will receive large year over year increases in business taxes in future years. Net Profits also decreased by 2.6% from \$293,377 to \$285,561.

Governmental Activities: Expenses

General Government expenses increased in FY 2013-2014 by \$38,694. This increase is due to two major projects: the upgrade of our City Website and also the consultant costs for the City's Wayfinding Signage project. The City's website is an important tool to communicate with the community. The upgraded website features enhanced functionality and more useful information for residents and businesses. The Wayfinding Signage project is to help visitors and patients better located the businesses in the Thomas More Office Park.

Total Community Development costs increased from \$85,915 to \$102,824. This is a result from the median planning project. The State of Kentucky awarded the City a grant several years ago to beautify a section of Dixie Highway. The City's beautification work has been well received by residents and visitors and has been rated highly in citizen surveys.

The City's Public Works costs decreased by 2.81% from \$580,626 to \$564,266. Public Works includes capital projects on infrastructure, which extend or renew the life of the street, joint projects with other governmental entities, and any repairs of the City Building. The reduction of costs is a result of spending more money on capital projects last year than this year.

Lastly, Public Safety has decreased by 1.21%. This decrease is due to the City joining the Kenton County Dispatch rather than the City of Erlanger Dispatch. This decision was in the best interest of the City and also reduced total Public Safety costs. Also, Fire protection contract changes reduced costs. The City's Safety Committee unanimously recommended to City Council to enter into an agreement with the City of Edgewood Fire Department for the eastern zone and City of Fort Mitchell Fire Department for the other two protection zones. While this arrangement will save the community money over the next four years, the main reason cited was the closer proximity of the Edgewood station and facilities to this area.

The size of The City of Crestview Hills generally prohibits a one to one relationship between departmental expenses and revenues. Most revenue received comes from business tax, licenses, and general property taxes and is used to fund the expenses of general government (those expenses related to administrative staffing, public distribution of information, compliance with state and federal regulations, public relations, public safety (police, fire, animal control, and emergency medical), streets or public works (staffing, City maintenance and repair, street maintenance and repair, equipment, snow removal, engineering fees, public utilities, and building supplies), capital projects (performed on infrastructure or the City Building that extends the useful life thereof, and is generally depreciable in nature), and debt service (principal and interest on the general obligation revenue bonds issued for the construction of the City Building in October, 2005). The following charts best illustrate the trends in income and expenses over a period of five years.

Sources of Revenue

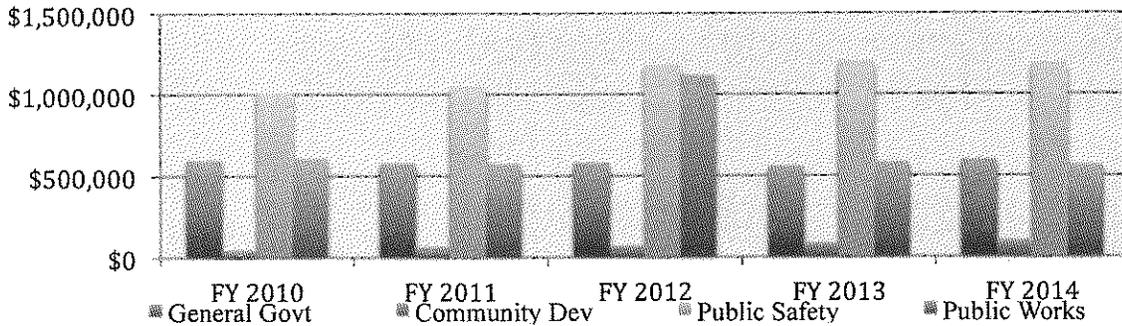
	<u>FY 2010</u>	<u>FY 2011</u>	<u>FY 2012</u>	<u>FY 2013</u>	<u>FY 2014</u>
Charges for Services	\$ 19,377	\$ 24,167	\$ 16,976	\$ 16,808	\$ 14,455
Road Aid	55,555	75,755	331,421	73,357	128,184
Business Taxes	1,768,991	1,798,809	1,961,338	2,032,142	1,982,129
Property Taxes	599,773	581,200	577,737	597,639	603,408
Licenses & Fines	1,598	(3,131)	811 ¹	2,623	1,659
Interest Income	64,146	29,847	22,660	9,968	9,932
Other	66,208	12,455	33,972	14,938	4,840
	<u>\$ 2,575,648</u>	<u>\$ 2,519,102</u>	<u>\$ 2,944,915</u>	<u>\$ 2,747,475</u>	<u>\$ 2,744,607</u>

¹ Represents refunds in excess of revenues

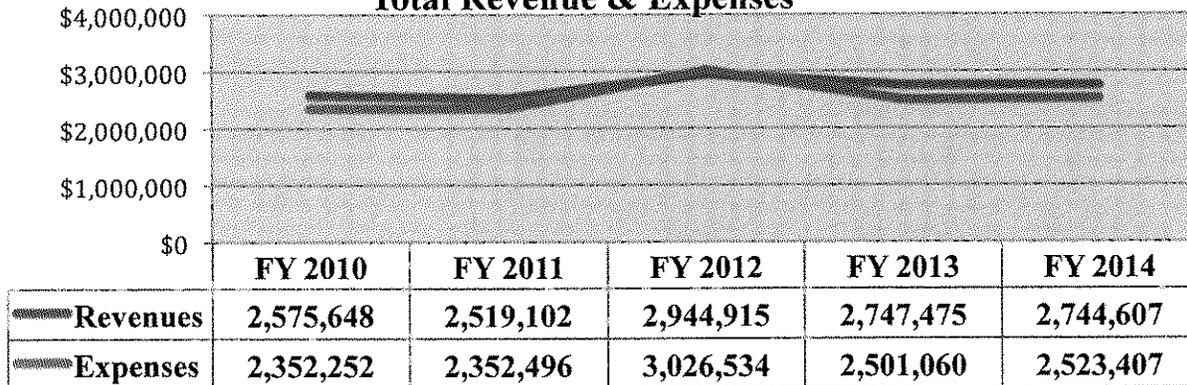
Sources of Expenses

	<u>FY 2010</u>	<u>FY 2011</u>	<u>FY 2012</u>	<u>FY 2013</u>	<u>FY 2014</u>
General Govt.	\$ 596,205	\$ 576,874	\$ 580,733	\$ 557,336	\$ 596,030
Community Dev.	49,949	66,985	70,566	82,312	56,323
Public Safety	1,010,548	1,051,286	1,180,680	1,201,262	1,186,675
Public Works	608,025	573,568	1,116,282	584,229	610,767
Debt Service	87,524	83,783	78,273	75,921	73,612
	<u>\$ 2,352,251</u>	<u>\$ 2,352,496</u>	<u>\$ 3,026,534</u>	<u>\$ 2,501,060</u>	<u>\$ 2,523,407</u>

Sources of Expenses



Total Revenue & Expenses



FINANCIAL ANALYSIS OF THE GOVERNMENT'S FUNDS

At year-end the City's governmental funds reported combined fund balances of \$4.48 million, which is an increase of \$76,354 from last year. During the year, a net \$313,304 was transferred from the general fund to the capital projects fund. It is anticipated that the capital project expenditures will increase in the future, as the City replaces older streets and takes care of other aging infrastructure. The City has several projects planned for FY 2015 such as: the widening of Thomas More Parkway to Centre View Boulevard, the Wayfinding Signage Project and street reconstruction. The design phase for the Thomas More Parkway expansion took place last fiscal year and utility relocation and right of way acquisition took place this fiscal year. Actual construction will take place beginning in July 2015. This project will be funded through an 80/20 matching grant with federal highway funds, administered by the Kentucky Transportation Cabinet.

General Fund Transfers Out:

- \$313,304 to the Capital Projects Fund

GENERAL FUND BUDGETARY HIGHLIGHTS

This is the fifth consecutive year that the City's expenditures have been less than revenues. Total Expenditures were less than budgeted amounts by \$738,169. The General Government budgeted expenditures were \$748,563 compared to the actual amount of \$679,531 including debt service. Public Safety budgeted expenditures were \$1,222,111 compared to the actual amount of \$1,186,675. Public Works budgeted expenditures were \$1,005,510 compared to the actual amount of \$386,122. Community Development budgeted expenditures were \$121,441 compared to the actual amount of \$102,824.

CAPITAL ASSET AND DEBT ADMINISTRATION

At June 30, 2014, the City had \$3.2 million invested in net capital assets. Information on capital asset policy can be found in the Notes to Financial Statements – NOTE A – Summary of Significant Accounting Policies, *Capital Assets* on pages 30 and 31. Information on capital assets and depreciation are located on page 34, NOTE D – Capital Assets and Depreciation.

DEBT

At June 30, 2014, the City had \$1,685,000 in outstanding general obligation bonds on the City Building compared to \$1,810,000 in the prior year, a decrease of \$125,000. The average annual debt service is \$194,000.

The Crestview Hills Finance Committee will assess the interest rate on the bonds in year 2015. At that time The Finance Committee will also determine the financial outlook of the City. The Committee will decide whether or not to pay off the bonds of the City Building or to keep the reserves for future use. Paying off the bonds would significantly reduce debt obligations on future Councils; however it depends on the City's financial health, prevailing interest rates at that time

and their financing needs. Additional information on the bonds and maturity schedules can be found in the Notes to Financial Statements – NOTE E – Long Term Debt on page 34.

ECONOMIC FACTORS AND NEXT YEAR’S BUDGET AND RATES

The economy of the City relies to a great extent on professional office and retail. The City’s activities are primarily funded through business taxes collected from medical offices, general office, retail and education. The largest source of revenue by far is the payroll tax of 1% on all wages up to \$ 117,000 (for 2014) earned within City limits. Nearly 80% of all City taxes are derived from the commercial sector of the City.

We are seeing physician offices located in Crestview Hills partnering with the nearby hospital St. Elizabeth Healthcare. St. Elizabeth Hospital and its subsidiary Physicians Group is tax exempt which has decreased the amount of net annual profit taxes received. The consolidations have also reduced back office employment of those medical practices in the City as those functions have been relocated to another city. Further consolidation in the medical field and competition with other providers could impact the City’s future employee base.

Like most of the national economy over the past year, Northern Kentucky has seen an uptick in job creation and overall business activity. The City’s retail center is fully leased with several new restaurants and clothing stores opening over the past year. The overall vacancy rate within the office park remains less than 10%, with much of that vacant space attributable to an office building vacated last year by a large employer. The City continues to explore additional office space on undeveloped lots, and anticipates vacancy rates will decline further over the next 18 months if the national economy continues to recover. Business tax revenue should show a modest increase in the next fiscal year.

The City has also begun an audit process of business tax returns to ensure proper compliance. The City also maintains an active business retention program to ensure our existing businesses can grow in the community. The long term financial prospects for the City are positive, but future Councils must ensure that resources are adequate to meet the growing cost of Public Safety and Infrastructure maintenance and that the City remains vigilante in competition with other communities for jobs and businesses.

REQUESTS FOR INFORMATION

This financial report is designed to provide a general overview for all those with an interest in the City’s finances. If you have questions about this report or requests for additional financial information, contact the City’s Financial Office/Treasurer, Kara Kramer, at the City of Crestview Hills, 50 Town Center Blvd., Crestview Hills, Kentucky 41017.

CITY OF CRESTVIEW HILLS, KENTUCKY**Statement of Net Position**

June 30, 2014

	<u>Primary Government Governmental Activities</u>
ASSETS	
Cash and cash equivalents	\$ 4,131,426
Receivables	
Property taxes	3,426
Accounts	415,509
Other governments	11,676
Prepays	11,960
Capital assets not being depreciated	358,345
Capital assets, net of accumulated depreciation	<u>2,863,065</u>
Total assets	<u>7,795,407</u>
DEFERRED OUTFLOWS OF RESOURCES	
Deferred charges on debt issuance	<u>38,597</u>
LIABILITIES	
Accounts payable	82,896
Accrued interest payable	27,560
Deferred revenue	-
Noncurrent liabilities:	
Due within one year	127,000
Due in more than one year	<u>1,573,260</u>
Total liabilities	<u>1,810,716</u>
NET POSITION	
Net investment in capital assets	1,563,410
Unrestricted	<u>4,459,878</u>
Total net position	<u>\$ 6,023,288</u>

See accompanying notes to the basic financial statements.

CITY OF CRESTVIEW HILLS, KENTUCKY

STATEMENT OF ACTIVITIES

For the Year Ended June 30, 2014

Functions/Programs	Program Revenues			Net (expenses)
	Expenses	Charges for Services	Capital Grants and Contributions	Revenues and Changes in Net Position
Primary government:				Governmental Activities
Governmental activities:				
General government	\$ 596,030	\$ 1,659	\$ -	\$ (594,371)
Public safety	1,186,675	3,911	-	(1,182,764)
Public works	564,266	-	128,184	(436,082)
Community development	102,824	10,544	-	(92,280)
Interest and other debt costs	73,612	-	-	(73,612)
Total governmental activities	<u>2,523,407</u>	<u>16,114</u>	<u>128,184</u>	<u>(2,379,109)</u>
Total primary government	<u>\$ 2,523,407</u>	<u>\$ 16,114</u>	<u>\$ 128,184</u>	<u>\$ (2,379,109)</u>
General revenues:				
Taxes:				
Property taxes, levied for general purposes				\$ 603,408
Taxes levied for bank deposits				44,198
Payroll license tax				1,607,965
Net profit license tax				285,561
Other license taxes				44,405
Interest				9,932
Miscellaneous				4,840
Total general revenues				<u>2,600,309</u>
Change in net position				221,200
Net position-beginning				5,802,088
Net position-ending				<u>\$ 6,023,288</u>

See accompanying notes to the basic financial statements.

CITY OF CRESTVIEW HILLS, KENTUCKY

BALANCE SHEET

GOVERNMENTAL FUNDS

June 30, 2014

	<u>General Fund</u>	<u>Capital Projects Fund</u>	<u>Total Governmental Funds</u>
ASSETS			
Cash and cash equivalents	\$ 4,131,426	\$ -	\$ 4,131,426
Receivables			
Property taxes	3,426	-	3,426
Accounts	415,509	-	415,509
Other governments	11,676	-	11,676
Prepays	11,960	-	11,960
Total assets	<u>\$ 4,573,997</u>	<u>\$ -</u>	<u>\$ 4,573,997</u>
LIABILITIES AND FUND BALANCES			
Liabilities:			
Accounts payable	\$ 82,896	\$ -	\$ 82,896
Deferred revenue	-	-	-
Total liabilities	<u>82,896</u>	<u>-</u>	<u>82,896</u>
Deferred inflows of resources			
Unavailable revenue-property taxes	<u>3,426</u>	<u>-</u>	<u>3,426</u>
Fund balances:			
Nonspendable-prepays	11,960	-	11,960
Assigned-capital projects	-	-	-
Unassigned	<u>4,475,715</u>	<u>-</u>	<u>4,475,715</u>
Total fund balances	<u>4,487,675</u>	<u>-</u>	<u>4,487,675</u>
Total liabilities and fund balances	<u>\$ 4,573,997</u>	<u>\$ -</u>	<u>\$ 4,573,997</u>
Total governmental fund balance			\$ 4,487,675
Amounts reported for governmental activities in the statement of net assets are different because:			
Capital assets used in governmental activities are not financial resources and, therefore, are not reported in the funds.			3,221,410
Other long-term assets are not available to pay for current-period expenditures and, therefore, are deferred in the funds.			3,426
Costs of debt issuance and discounts are currently expensed for governmental funds and are carried as deferred charges in the statement of net position.			38,597
Accrued interest on long-term debt.			(27,560)
Long-term liabilities, including bonds payable, are not due and payable in current period and therefore are not reported in the funds.			(1,700,260)
Net position of governmental activities			<u>\$ 6,023,288</u>

See accompanying notes to the basic financial statements.

CITY OF CRESTVIEW HILLS, KENTUCKY
STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES
GOVERNMENTAL FUNDS
For The Year Ended June 30, 2014

	General	Capital Projects	Total Governmental Funds
REVENUES			
Taxes	\$ 603,611	\$ -	\$ 603,611
Licenses and permits	1,982,128	-	1,982,128
Intergovernmental	128,185	-	128,185
Charges for services	13,043	-	13,043
Fines and forfeitures	3,071	-	3,071
Interest	9,932	-	9,932
Miscellaneous	4,840	-	4,840
Total revenues	<u>2,744,810</u>	<u>-</u>	<u>2,744,810</u>
EXPENDITURES			
Current:			
General government	484,136	-	484,136
Public safety	1,186,675	-	1,186,675
Public works	386,122	313,304	699,426
Community development	102,824	-	102,824
Debt service:			
Principal	125,000	-	125,000
Interest	70,395	-	70,395
Total expenditures	<u>2,355,152</u>	<u>313,304</u>	<u>2,668,456</u>
Excess (deficiency) of revenues over expenditures	<u>389,658</u>	<u>(313,304)</u>	<u>76,354</u>
OTHER FINANCING SOURCES (USES)			
Transfers in		313,304	313,304
Transfers out	(313,304)	-	(313,304)
Total other financing sources and uses	<u>(313,304)</u>	<u>313,304</u>	<u>-</u>
Net change in fund balances	76,354	-	76,354
Fund balances - beginning	4,411,321	-	4,237,977
Fund balances - ending	<u>\$ 4,487,675</u>	<u>\$ -</u>	<u>\$ 4,487,675</u>

See accompanying notes to the basic financial statements.

CITY OF CRESTVIEW HILLS, KENTUCKY
RECONCILIATION OF THE STATEMENT OF REVENUES, EXPENDITURES, AND
CHANGES IN FUND BALANCES OF GOVERNMENTAL FUNDS TO THE
STATEMENT OF ACTIVITIES

For The Year Ended June 30, 2014

Net change in fund balances-total governmental funds	\$	76,354
<p>Amounts reported for <i>governmental activities</i> in the statement of activities are different because:</p>		
<p>Governmental funds report capital outlays as expenditures. However, in the statement of activities, the cost of those assets is allocated over their estimated useful lives as depreciation expense:</p>		
Capital asset purchases capitalized		315,851
Depreciation expense		(289,192)
Government funds report the effect of bond issuance cost and discounts when the debt is first issued, whereas these amounts are deferred and amortized in the statement of activities.		(3,217)
Revenues in the statement of activities that do not provide current financial resources are not reported as revenues in the funds.		(203)
Accrued interest on long-term debt is reported in the government-wide financial statements and not reported in governmental funds.		-
Some expenses reported in the statement of activities do not require the use of current financial resources and therefore are not reported as expenditures in governmental funds - compensated absences.		(3,393)
Repayment of debt principal is an expenditure in the governmental funds, but the repayment reduces long-term liabilities in the statement of net position.		125,000
		<hr/>
Change in net position of governmental activities.	\$	<u>221,200</u>

See accompanying notes to the basic financial statements.

NOTE A-SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

The basic financial statements of the City of Crestview Hills, Kentucky, have been prepared in conformity with generally accepted accounting principles (GAAP) as applied to government units. The Governmental Accounting Standards Board (GASB) is the accepted standard-setting body for establishing governmental accounting and financial reporting principles. The significant accounting policies of the City are described below.

Date of Management's Review

Subsequent events were evaluated through November 11, 2014, which is the date the financial statements were available to be issued.

Financial Reporting Entity

The City of Crestview Hills is a municipality governed by a mayor and six-member council. As required by generally accepted accounting principles, these financial statements present the government.

Government-wide Financial Statements

The government-wide financial statements (i.e., the statement of net position and the statement of changes in net position) report information on all of the activities of the primary government. For the most part, the effect of interfund activity has been removed from these statements. The City of Crestview Hills has no business-type activities or blended or discretely presented component units.

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

Amounts paid to acquire capital assets are capitalized as assets in the government-wide financial statements, rather than reported as an expenditure. Proceeds of long-term debt are recorded as a liability in the government-wide financial statements, rather than as an other financing source. Amounts paid to reduce long-term indebtedness of the reporting government are reported as a reduction of the related liability, rather than as an expenditure.

Measurement focus, basis of accounting and financial statement presentation

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

CITY OF CRESTVIEW HILLS, KENTUCKY
NOTES TO FINANCIAL STATEMENTS
June 30, 2014

Government fund financial statements are reported using the current financial resources measurement focus and the modified accrual basis of accounting. Revenues are recognized as soon as they are both measurable and available. Revenues are considered to be available when they are collectible within the current period or soon enough thereafter to pay liabilities of the current period. For this purpose, the government considers revenues to be available if they are collected within 60 days of the end of the current fiscal period. Expenditures generally are recorded when a liability is incurred, as under accrual accounting. However, debt service expenditures, as well as expenditures related to compensated absences and claims and judgments, are recorded only when payment is due.

Property taxes, licenses and interest associated with the current fiscal period are all considered to be susceptible to accrual and so have been recognized as revenues of the current fiscal year. All other revenue items are considered recorded as revenue when funds have been received.

The government reports the following funds of the financial reporting entity:

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

The capital project fund is used to account for financial resources to be used for the acquisition and construction of major capital projects.

Assets, liabilities and net position or equity

Cash and Cash Equivalents

Cash and cash equivalents including amounts in demand deposits as well as short-term investments (certificates of deposit) with an initial maturity date within one year of the date acquired by the City.

The City is authorized by state statute to invest in:

1. Obligations of the United States and of its agencies and instrumentalities;
2. Obligations and contracts for future delivery or purchases of obligations backed by the full faith and credit of the United States or a United States government agency.
3. Obligations of any corporation of the United States government.
4. Certificates of deposit issued by or other interest-bearing accounts of any bank or savings and loan institution which are insured by the Federal Deposit Insurance Corporation or similar entity or which are collateralized, to the extent uninsured, by any obligation permitted by Section 41.240(4) of the Kentucky Revised Statutes.
5. Uncollateralized certificates of deposit issued by any bank or savings and loan institution rated in one of these highest categories by a nationally recognized rating agency.

CITY OF CRESTVIEW HILLS, KENTUCKY
NOTES TO FINANCIAL STATEMENTS
June 30, 2014

6. Bankers' acceptances for banks rated in one of the highest categories by a nationally recognized rating agency.
7. Commercial paper rated in the highest category by a nationally recognized rating agency.
8. Bonds or certificates of indebtedness of this state and of its agencies and instrumentalities;
9. Securities issued by a state or local government or any instrumentality or agency thereof, in the United States, and rated in one of the three highest categories by a nationally recognized rating agency.
10. Shares of mutual funds, each of which shall have the following characteristics:
 - a) The mutual fund shall be an open-end diversified investment company registered under the Federal Investment Company Act of 1940, as amended;
 - b) The management company of the investment company shall have been in operation for at least five (5) years; and
 - c) All of the securities in the mutual fund shall be eligible investments under this section.

Property Taxes and Tax Calendar

Property taxes are levied as of January 1 on property values assessed as of the same date. The taxes are billed on approximately October 1 and are due and payable on December 31. On January 1, the bill becomes delinquent and penalties and interest may be assessed by the City. A lien may be placed on the property on January 1. Property tax rates for the year ended June 30, 2014 were \$.1570 per \$100 valuation for real property. The assessed value of property on which the levy for 2013 was based was \$403,076,740.

Short-Term Interfund Receivables/Payables

During the course of operations, numerous transactions occur between individual funds for goods provided or services rendered. These receivables and payables are classified as "due from/to other funds" on the balance sheet. At June 30, 2014, the City had no "interfund receivables/payables".

Prepaid Items

Payments made to vendors for services that will benefit periods beyond June 30, 2014 are recorded as prepaid items.

Capital Assets

Capital assets are not capitalized in the funds used to acquire or construct them. Instead, capital acquisition and construction are reflected as expenditures in governmental funds. All purchased capital assets are valued at cost where historical records are available and at an estimated historical cost where no historical records exist. Donated capital assets are valued at

CITY OF CRESTVIEW HILLS, KENTUCKY
NOTES TO FINANCIAL STATEMENTS
June 30, 2014

their estimated fair market value on the date received. The City capitalizes all assets exceeding \$1,000.

The costs of normal maintenance and repairs that do not add to the value of the asset or materially extend asset lives are not capitalized. Improvements are capitalized and depreciated over the remaining useful lives of the related capital assets, as applicable.

Capital assets used in operations are depreciated over their estimated useful lives using the straight-line method in the government-wide financial statements. Depreciation is charged as an expense against operations and accumulated depreciation is reported on the respective balance sheet. The range of lives used for depreciation purposes for each capital asset class are as follows:

Buildings	30 years
Building Improvements	15-30 years
Public Domain Infrastructure	7-25 years
Vehicles	5 years
Office Equipment	5 years

Compensated Absences

It is the government's policy to permit employees to accumulate earned but unused vacation and sick pay benefits. There is no liability for unpaid accumulated sick leave since the government does not have a policy to pay any amounts when employees separate from service with the government. All vacation pay is accrued when incurred in the government-wide financial statements. A liability for these amounts is reported in governmental funds.

Long-Term Obligations

In the government-wide financial statements, long-term debt and other long-term obligations are reported as liabilities in the applicable governmental activities statement of net position. Bond premiums and discounts, as well as issuance costs are deferred and amortized over the life of the bonds.

Deferred Outflows/Inflows of Revenues

The City reports separate sections of deferred inflows and deferred outflows of resources. These separate financial statement elements represent an acquisition or consumption of net position that applies to future periods. The City's unavailable revenue is reported only in the governmental funds balance sheet, from one source – property taxes. These amounts are deferred and recognized as an inflow of resources in the period that the amounts become available. The government has one item that is reported only in the government-wide statement of net position-deferred charges on debt issuance.

Fund Balance Policies

In the fund financial statements, government funds report components of fund balance for amounts that are nonspendable, assigned or unassigned. Nonspendable fund balances are resources that cannot be spent because of their form and because resources must be maintain-

CITY OF CRESTVIEW HILLS, KENTUCKY
NOTES TO FINANCIAL STATEMENTS
June 30, 2014

ed intact. Assigned fund balance are those that are constrained by the government's intent to be used for specific purposes. Unassigned fund balance is the residual classification for the general fund. The assigned amounts can only be used when expenditures for the amounts set aside for that specific purpose are incurred. The City currently has no assigned fund balances. To assign funds, the City Council would authorize the Mayor (chief executive officer) to assign fund balances through established procedures.

Interfund Transactions

Interfund services provided and used are accounted for as revenues, expenditures or expenses. Transactions that constitute reimbursements to a fund for expenditures/expenses initially made from it that are properly applicable to another fund, are recorded as expenditures/expenses in the reimbursing fund and as reductions of expenditures/ expenses in the fund that is reimbursed. The principal purpose of the City's interfund transfers is to account for capital purchases to be recorded in the Capital Projects Fund.

Required Supplementary Information Budgetary Policies

All budgets are presented on the modified accrual basis of accounting. Accordingly, the accompanying Budgetary Comparison Schedules present actual expenditures in accordance with the accounting principles generally accepted in the U.S. on a basis consistent with the legally adopted budgets.

Restricted Revenues

When there are restricted and unrestricted revenues in a program, the City's policy is that the restricted revenues are expended first.

Use of Estimates

Management uses estimates and assumptions in preparing financial statements. These estimates and assumptions affect the reported amounts of assets and liabilities, the disclosures of contingent assets and liabilities, and the reported revenues and expenditures. Actual results could differ from those estimates.

NOTE B-STEWARDSHIP, COMPLIANCE AND ACCOUNTABILITY

The City follows these procedures in establishing the budgetary data reflected in the financial statements:

- A. In accordance with City ordinance, by May 15, the Mayor submits to the Council, a proposed operating budget on the modified accrual basis of accounting for the fiscal year commencing the following July 1. The operating budget includes proposed expenditures and the means of financing them for the upcoming year.
- B. A public meeting is conducted to obtain citizen comment.
- C. By July 1, the budget is legally enacted through passage of an ordinance.

CITY OF CRESTVIEW HILLS, KENTUCKY
NOTES TO FINANCIAL STATEMENTS
June 30, 2014

- D. The Mayor is required by Kentucky Revised Statutes to present a quarterly report to the Council explaining any variance from the approved budget.
- E. Appropriations continue in effect until a new budget is adopted.
- F. The Council may authorize supplemental appropriations during the year.

Expenditures may not legally exceed budgeted appropriations at the department level. Any revisions to the budget that would alter total revenues of any fund and expenditures of any department must be approved by the Council; however, with proper approval by the City Administrator, budgetary transfers within departments can be made. All appropriations lapse at fiscal year end.

NOTE C-DEPOSITS

As of June 30, 2013, the City held no investments:

Custodial credit risk – deposits. For deposits, this is the risk that in the event of a bank failure, the City's deposits may not be returned. The City maintains deposits with financial institutions insured by the Federal Deposit Insurance Corporation (FDIC). As allowed by law, the depository bank should pledge securities along with FDIC insurance at least equal to the amount on deposit at all times. As of June 30, 2014, the City's deposits are entirely insured and/or collateralized with securities held by the financial institutions on the District's behalf and the FDIC insurance.

CITY OF CRESTVIEW HILLS, KENTUCKY
NOTES TO FINANCIAL STATEMENTS
June 30, 2014

NOTE D-CAPITAL ASSETS AND DEPRECIATION

Capital assets activity for the year ended June 30, 2014 was as follows:

	Balance June 30, 2013	Additions	Retirements/ Deletions	Balance June 30, 2014
Governmental activities:				
Not being depreciated:				
Land	\$ 260,000	\$ -	\$ -	\$ 260,000
Construction in progress	-	98,345	-	98,345
Subtotal	<u>260,000</u>	<u>98,345</u>	<u>-</u>	<u>358,345</u>
Other capital assets:				
Buildings	2,590,889			2,590,889
Improvements/infrastructure	9,509,212	214,960		9,724,172
Equipment	187,712	2,546		190,258
Vehicles	45,690			45,690
Subtotal	<u>12,333,503</u>	<u>217,506</u>	<u>-</u>	<u>12,551,009</u>
Accumulated depreciation:				
Buildings	(615,892)	(88,425)		(704,317)
Improvements/infrastructure	(8,619,705)	(178,145)		(8,797,850)
Equipment	(139,133)	(15,991)		(155,124)
Vehicles	(24,022)	(6,631)		(30,653)
Subtotal	<u>(9,398,752)</u>	<u>(289,192)</u>	<u>-</u>	<u>(9,687,944)</u>
Net other assets	<u>2,934,751</u>	<u>(71,686)</u>	<u>-</u>	<u>2,863,065</u>
Net capital assets	<u>\$ 3,194,751</u>	<u>\$ 26,659</u>	<u>\$ -</u>	<u>\$ 3,221,410</u>

Depreciation was charged to functions as follows:

Governmental activities:

General government	\$ 111,047
Highways and streets	178,145
Total governmental activities depreciation expense	<u>\$ 289,192</u>

NOTE E-LONG-TERM DEBT

Bonds Payable

The City issued in October, 2005, \$2,565,000 City of Crestview Hills, Kentucky General Obligation Public Project Bonds, Series 2005.

The bonds are payable over twenty years at interest varying from 3.40% to 4.15%.

CITY OF CRESTVIEW HILLS, KENTUCKY**NOTES TO FINANCIAL STATEMENTS**

June 30, 2014

The following is a schedule of future debt service requirements to maturity at June 30, 2014.

Year Ended June 30,	Principal	Interest
2015	125,000	66,145
2016	130,000	61,895
2017	135,000	57,020
2018	140,000	51,958
2019	145,000	46,708
2020-2025	1,010,000	150,085
	\$ <u>1,685,000</u>	\$ <u>433,811</u>

Changes in Long-Term Liabilities

Long-term liability activity for the year ended June 30, 2014, was as follows:

	June 30, 2013	Additions	Retirements	June 30, 2014	Amounts Due Within One Year
Governmental activities:					
Compensated absence	\$ 11,867	\$ 5,843	\$ 2,450	\$ 15,260	\$ 2,000
Bonds payable	1,810,000		125,000	1,685,000	125,000
Totals	\$ <u>1,821,867</u>	\$ <u>5,843</u>	\$ <u>127,450</u>	\$ <u>1,700,260</u>	\$ <u>127,000</u>

Compensated absences are liquidated by the General Fund.

NOTE F-CLAIMS AND JUDGMENTS

Amounts received or receivable from grantor agencies are subject to audit and adjustment by grantor agencies, principally the federal government. Any disallowed claims including amounts already collected, may constitute a liability of the applicable funds. The amounts, if any, of expenditures which may be disallowed by the grantor cannot be determined at this time although the City expects such amounts, if any, to be immaterial.

NOTE G-EMPLOYEE RETIREMENT SYSTEM*County Employees Retirement System (CERS)*

City employees who work at least 100 hours per month participate in the County Employees Retirement System (CERS). Under the provisions of Kentucky Revised Statute 61.645, the Board of Trustees of Kentucky Retirement Systems administers the CERS.

The plan issues separate financial statements which may be obtained by request from Kentucky Retirement Systems, 1260 Louisville Road, Frankfort, Kentucky 40601.

Plan Description - CERS is a cost-sharing multiple-employer defined benefit pension plan that covers substantially all regular full-time members employed in positions of each county and school board, and any additional eligible local agencies electing to participate in the System. The plan provides for retirement, disability, and death benefits to plan members. Retirement

CITY OF CRESTVIEW HILLS, KENTUCKY
NOTES TO FINANCIAL STATEMENTS
June 30, 2014

benefits may be extended to beneficiaries of plan members under certain circumstances. Cost-of-living (COLA) adjustments are provided at the discretion of the state legislature.

Non-hazardous Contributions - For the year ended June 30, 2014 plan members were required to contribute 5% (6% for recent hires) of their annual creditable compensation. Participating employers were required to contribute at an actuarially determined rate. Per Kentucky Revised Statute Section 61.565(3), normal contribution and past service contribution rates shall be determined by the Board on the basis of an annual valuation last preceding the July 1 of a new biennium. The Board may amend contribution rates as of the first day of July of the second year of a biennium, if it is determined on the basis of a subsequent actuarial valuation that amended contribution rates are necessary to satisfy requirements determined in accordance with actuarial bases adopted by the Board. For the year ended June 30, 2014, participating employers contributed 18.89% of each employee's creditable compensation. The actuarially determined rate set by the Board for the year ended June 30, 2014 was 18.89% of creditable compensation. Administrative costs of Kentucky Retirement System are financed through employer contributions and investment earnings.

The City joined the plan on July 1, 2000. The required contribution and the actual percentage contributed for the City for the current year and the previous two years is as follows:

<u>Year</u>		<u>Required Contribution</u>	<u>Percentage Contributed</u>
2014	\$	39,530	100%
2013	\$	38,316	100%
2012	\$	44,670	100%

Medical Insurance Plan

The CERS provides post-retirement healthcare benefits to eligible members and dependents, under cost sharing multiple employer defined benefit plans. Medical benefits are offered to members who have retired for service or disability. The post-retirement healthcare is financed through member and employer contributions.

NOTE H-CONTINGENT LIABILITIES

The City is not currently a defendant in lawsuits.

NOTE I-RISK MANAGEMENT

The City is exposed to various risks of losses related to torts; theft of, damage to, and destruction of assets; errors and omissions; injuries to employees, and natural disasters. The City has obtained insurance coverage through EMC Mutual Insurance. In addition, the City has effectively managed risk through various employee education and prevention programs through the efforts and cooperation of its risk manager and department heads. All risk general liability management activities are accounted for in the General Fund. Expenditures and claims are recognized when probable that a loss has occurred and the amount of loss can be reasonably estimated.

CITY OF CRESTVIEW HILLS, KENTUCKY
NOTES TO FINANCIAL STATEMENTS
June 30, 2014

The City Attorney estimates that the amount of actual or potential claims against the City as of June 30, 2014, will not materially affect the financial condition of the City. Therefore, the General Fund contains no provision for estimated claims. No claim has exceeded insurance coverage amounts in the past three fiscal years.

NOTE J-JOINTLY GOVERNED ORGANIZATION

The City, in conjunction with one other local governmental entity that provided police protection services, created the Lakeside Park-Crestview Hills Police Authority. The Police Authority, a separate legal entity, provides police services to the two governmental entities. The Authority's board is comprised of five members. Except for the annual contribution, no participant has any obligation, entitlement or residual interest. The City's annual contribution for the year ended June 30, 2014 was \$ 953,817. The City has committed to extending the agreement for the year ended June 30, 2015. Either party may cancel its participation upon a ninety (90) day written notice.

NOTE K-COMMITMENTS

On April 1, 2014, the City entered into two separate agreements with the City of Ft. Mitchell and the City of Edgewood for Ft. Mitchell and Edgewood to provide fire and basic life support services for certain geographic portions of Crestview Hills. The portion covered by Ft. Mitchell is approximately two thirds of the City. These agreements terminate on March 31, 2018. The current contract amount for fire and emergency services is from Ft Mitchell and Edgewood are \$126,752 and \$62,600, respectively.

Effective July 1, 2012, the City entered into a three year agreement with Best Way Disposal, Inc. for solid waste collection and recycling services. The contract is for \$120,156 for the first year with approximately a four percent increase in each of the additional years. The amount paid in FYE 6/30/14 was 123,664.

CITY OF CRESTVIEW HILLS, KENTUCKY
BUDGETARY COMPARISON SCHEDULE
GENERAL FUND

For the Year Ended June 30, 2014

	Required Supplementary Information			Variance with Final Budget Positive (Negative)
	Budgeted Amounts		Actual Amounts	
	Original	Final		
Budgetary fund balance, July 1	\$ 4,327,550	\$ 4,327,550	\$ 4,411,321	\$ 83,771
Resources (inflows):				
Taxes	606,845	606,845	603,611	(3,234)
Licenses and permits	1,931,512	1,931,512	1,982,128	50,616
Intergovernmental	215,161	215,161	128,185	(86,976)
Charges for services	14,725	14,725	13,043	(1,682)
Fines and forfeitures	4,000	4,000	3,071	(929)
Interest	11,750	11,750	9,932	(1,818)
Miscellaneous	55,000	55,000	4,840	(50,160)
Amounts available for appropriation	<u>7,166,543</u>	<u>7,166,543</u>	<u>7,156,131</u>	<u>(10,412)</u>
Charges to appropriations (outflows)				
General government	748,563	748,563	484,136	264,427
Public safety	1,222,111	1,222,111	1,186,675	35,436
Public works	1,005,510	1,005,510	386,122	619,388
Community development	121,441	121,441	102,824	18,617
Debt Service				
Principal	-	-	125,000	(125,000)
Interest	-	-	70,395	(70,395)
Transfers out	309,000	309,000	313,304	(4,304)
Total charges to appropriations	<u>3,406,625</u>	<u>3,406,625</u>	<u>2,668,456</u>	<u>738,169</u>
Budgetary fund balance, June 30	\$ <u>3,759,918</u>	\$ <u>3,759,918</u>	\$ <u>4,487,675</u>	\$ <u>727,757</u>

The basis of budgeting is the same as Generally Accepted Accounting Principles.
The debt service costs are budgeted in the general government department.

CITY OF CRESTVIEW HILLS, KENTUCKY
BUDGETARY COMPARISON SCHEDULE
CAPITAL PROJECTS FUND
For the Year Ended June 30, 2014

	Required Supplementary Information			Variance with Final Budget Positive (Negative)
	Budgeted Amounts		Actual Amounts	
	Original	Final		
Budgetary fund balances, July 1	\$ -	\$ -	\$ -	\$ -
Resources (inflows):				
Intergovernmental				-
Transfers in	309,000	309,000	313,304	4,304
Amounts available for appropriation	309,000	309,000	313,304	4,304
Charges to appropriations (outflows):				
Public works-Capital projects	309,000	309,000	313,304	(4,304)
Total charges to appropriations	309,000	309,000	313,304	(4,304)
Budgetary fund balances, June 30	\$ -	\$ -	\$ -	\$ -

The capital project fund is used to account for the acquisition and construction of major capital assets and for street projects and is required supplementary information as it is a special revenue fund supported by state municipal road aid funds.

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STATISTICAL SECTION

(UNAUDITED)

Financial Trends

These schedules contain trend information to help the reader understand how the government's financial performance and well-being have changed over time.

Revenue Capacity

These schedules contain information to help the reader assess the government's most significant local revenue source, the taxes.

Debt Capacity

These schedules present information to help the reader assess the affordability of the government's current levels of outstanding debt and the government's ability to issue additional debt in the future.

Demographic and Economic Information

These schedules offer demographic and economic indicators to help the reader understand the environment within which the government's financial activities take place.

Operating Information

These schedules contain service and infrastructure data to help the reader understand how the information in the government's financial report relates to the services the government provides and the activities it performs.

CITY OF CRESTVIEW HILLS, KENTUCKY

Net Assets by Component

Last Ten Fiscal Years

(accrual basis of accounting)

	Fiscal Year									
	2005	2006	2007	2008	2009	2010	2011	2012	2013	2014
PRIMARY GOVERNMENTAL GOVERNMENTAL ACTIVITIES										
Net investment in capital assets	\$ 2,860,901	\$ 1,799,928	\$ 2,092,641	\$ 1,743,862	\$ 1,359,250	\$ 1,418,119	\$ 1,394,098	\$ 1,238,466	\$ 1,384,751	\$ 1,563,410
Restricted	-	677,798	-	-	-	-	-	-	-	-
Unrestricted	3,093,658	3,568,315	3,742,916	3,642,026	3,888,039	4,052,567	4,243,194	4,317,207	4,417,337	4,459,878
Total governmental activities net asset	\$ 5,954,559	\$ 6,046,041	\$ 5,835,557	\$ 5,385,888	\$ 5,247,289	\$ 5,470,686	\$ 5,637,292	\$ 5,555,673	\$ 5,802,088	\$ 6,023,288

CITY OF CRESTVIEW HILLS, KENTUCKY

Changes in Net Assets

Last Ten Fiscal Years

(accrual basis of accounting)

	Fiscal Year									
	2005	2006	2007	2008	2009	2010	2011	2012	2013	2014
Program Revenues										
Governmental activities:										
Charges for services:										
General government	\$ 12	\$ 17	\$ 530	\$ 3,109	\$ 11,860	\$ 1,588	\$ (3,131)	\$ 811	\$ 2,623	\$ 1,659
Public safety	-	-	-	2,200	2,200	3,995	4,385	4,069	4,400	3,911
Community development	12,945	16,001	13,075	12,885	15,520	15,362	19,782	12,907	12,408	10,544
Capital grants and contributions	47,872	388,423	93,625	92,741	52,492	55,555	75,755	331,421	73,357	128,184
Total governmental activities	60,829	404,441	107,330	110,935	82,072	76,530	96,791	349,208	92,788	144,298
Total primary government program revenues	\$ 60,829	\$ 404,441	\$ 107,330	\$ 110,935	\$ 82,072	\$ 76,530	\$ 96,791	\$ 349,208	\$ 92,788	\$ 144,298
Expenses										
Governmental activities:										
General government	\$ 395,847	\$ 407,071	\$ 605,919	\$ 611,723	\$ 593,327	\$ 596,205	\$ 576,874	\$ 580,733	\$ 557,336	\$ 596,030
Public safety	739,136	736,596	987,138	985,510	952,783	1,010,548	1,051,286	1,180,680	1,201,262	1,186,675
Public works	869,657	1,271,896	844,038	1,242,877	922,688	608,025	573,568	1,116,282	584,229	564,266
Community development	74,831	29,353	36,125	42,609	68,223	49,949	66,985	70,566	82,312	102,824
Interest on long-term debt	-	42,785	96,065	130,100	87,947	87,524	83,783	78,273	75,921	73,612
Total governmental activities	2,079,471	2,487,701	2,569,285	3,012,819	2,624,968	2,352,251	2,352,496	3,026,534	2,501,060	2,523,407
Total primary government expense	\$ 2,079,471	\$ 2,487,701	\$ 2,569,285	\$ 3,012,819	\$ 2,624,968	\$ 2,352,251	\$ 2,352,496	\$ 3,026,534	\$ 2,501,060	\$ 2,523,407
Net (expense)/revenue	\$ (2,018,642)	\$ (2,083,260)	\$ (2,461,955)	\$ (2,901,884)	\$ (2,542,896)	\$ (2,275,721)	\$ (2,255,705)	\$ (2,677,326)	\$ (2,408,272)	\$ (2,379,109)
Governmental activities	\$ (2,018,642)	\$ (2,083,260)	\$ (2,461,955)	\$ (2,901,884)	\$ (2,542,896)	\$ (2,275,721)	\$ (2,255,705)	\$ (2,677,326)	\$ (2,408,272)	\$ (2,379,109)
Total primary government net expense:	\$ (2,018,642)	\$ (2,083,260)	\$ (2,461,955)	\$ (2,901,884)	\$ (2,542,896)	\$ (2,275,721)	\$ (2,255,705)	\$ (2,677,326)	\$ (2,408,272)	\$ (2,379,109)
General Revenues and Other										
Changes in Net Assets										
Governmental activities:										
Taxes:										
Property taxes, levied for general purposes	\$ 468,223	\$ 501,212	\$ 528,588	\$ 527,141	\$ 573,494	\$ 599,773	\$ 581,200	\$ 577,737	\$ 597,639	\$ 603,408
Bank deposit taxes	16,001	18,873	21,775	24,998	27,015	33,003	36,931	40,580	41,897	44,198
Public service taxes	1,256,327	1,481,646	1,539,106	1,678,335	1,703,150	1,735,988	1,761,878	1,920,758	1,990,245	1,937,931
Interest	82,807	166,756	154,108	153,535	99,311	64,146	29,847	22,660	9,968	9,932
Miscellaneous	7,477	6,255	66,432	9,668	1,327	66,208	12,455	33,972	14,938	4,840
Total governmental activities	1,830,835	2,174,742	2,310,009	2,393,677	2,404,297	2,499,118	2,422,311	2,595,707	2,654,687	2,600,309
Total primary government	\$ 1,830,835	\$ 2,174,742	\$ 2,310,009	\$ 2,393,677	\$ 2,404,297	\$ 2,499,118	\$ 2,422,311	\$ 2,595,707	\$ 2,654,687	\$ 2,600,309
Change in net assets	\$ (187,807)	\$ 91,482	\$ (151,946)	\$ (508,207)	\$ (138,599)	\$ 223,397	\$ 166,606	\$ (81,619)	\$ 246,415	\$ 221,200
Governmental activities	\$ (187,807)	\$ 91,482	\$ (151,946)	\$ (508,207)	\$ (138,599)	\$ 223,397	\$ 166,606	\$ (81,619)	\$ 246,415	\$ 221,200
Total primary government	\$ (187,807)	\$ 91,482	\$ (151,946)	\$ (508,207)	\$ (138,599)	\$ 223,397	\$ 166,606	\$ (81,619)	\$ 246,415	\$ 221,200

CITY OF CRESTVIEW HILLS, KENTUCKY
Governmental Activities Tax Revenues By Source
 Last Ten Fiscal Years
 (accrual basis of accounting)

Fiscal Year	Property Tax	Payroll License Tax	Net Profits License Tax	Other	Bank Deposits Tax	Total
2005	\$ 451,140	\$ 1,044,820	\$ 179,369	\$ 32,138	\$ 16,001	\$ 1,723,468
2006	\$ 481,741	\$ 1,263,986	\$ 185,497	\$ 32,163	\$ 18,873	\$ 1,982,260
2007	\$ 515,938	\$ 1,347,770	\$ 160,017	\$ 29,665	\$ 21,775	\$ 2,075,165
2008	\$ 550,722	\$ 1,428,168	\$ 221,286	\$ 28,884	\$ 24,998	\$ 2,254,058
2009	\$ 566,925	\$ 1,423,096	\$ 246,184	\$ 16,935	\$ 27,015	\$ 2,280,155
2010	\$ 599,773	\$ 1,469,296	\$ 224,179	\$ 42,513	\$ 33,003	\$ 2,368,764
2011	\$ 581,200	\$ 1,542,322	\$ 182,584	\$ 36,972	\$ 36,931	\$ 2,380,009
2012	\$ 577,737	\$ 1,608,387	\$ 270,185	\$ 42,186	\$ 40,580	\$ 2,539,075
2013	\$ 597,639	\$ 1,657,512	\$ 293,378	\$ 39,355	\$ 41,897	\$ 2,629,781
2014	\$ 603,408	\$ 1,607,965	\$ 285,561	\$ 44,405	\$ 44,198	\$ 2,585,537

The Public Service Tax consists of occupational, net profit and payroll license fees treated as public service taxes. The payroll license fee taxes comprise most of the category.

CITY OF CRESTVIEW HILLS, KENTUCKY

Fund Balances of Governmental Funds

Last Ten Fiscal Years

(modified accrual basis of accounting)

	Fiscal Year									
	2005	2006	2007	2008	2009	2010	2011	2012	2013	2014
GENERAL FUND										
Reserved	\$ 2,354,693	\$ 2,550,061	\$ 2,726,798	\$ 2,811,109	\$ 2,914,995	\$ 2,968,392	\$ -	\$ -	\$ -	\$ -
Unreserved	699,336	887,322	861,375	803,823	942,991	1,065,465	-	-	-	-
Nonspendable	-	-	-	-	-	-	17,750	17,750	14,136	11,960
Assigned - capital projects	-	-	-	-	-	-	246,913	-	-	-
Unassigned	-	-	-	-	-	-	3,972,539	4,220,227	4,397,185	4,475,715
Total general fund	\$ 3,054,029	\$ 3,437,383	\$ 3,588,173	\$ 3,614,932	\$ 3,857,986	\$ 4,033,857	\$ 4,237,202	\$ 4,237,977	\$ 4,411,321	\$ 4,487,675

CITY OF CRESTVIEW HILLS, KENTUCKY
Changes in Fund Balances of Governmental Funds
Last Ten Fiscal Years

(modified accrual basis of accounting)

	Fiscal Year									
	2005	2006	2007	2008	2009	2010	2011	2012	2013	2014
REVENUES										
Taxes	\$ 451,140	\$ 500,614	\$ 537,713	\$ 575,720	\$ 566,925	\$ 615,117	\$ 590,355	\$ 578,885	\$ 589,578	\$ 603,611
Licenses and permits	1,272,328	1,481,646	1,537,452	1,678,335	1,730,165	1,768,991	1,798,809	1,961,338	2,032,141	1,982,128
Intergovernmental	47,872	388,423	93,625	92,741	52,492	55,555	75,755	252,831	151,946	128,185
Fines and forfeitures	3,137	3,157	4,579	53,679	11,856	3,376	(954)	2,677	4,809	3,071
Charges for services	12,957	16,018	13,705	15,119	17,724	17,599	21,990	15,111	14,622	13,043
Interest	82,807	166,756	154,108	153,535	99,311	64,146	29,847	22,660	9,968	9,932
Miscellaneous	4,340	3,098	61,853	9,668	1,327	66,208	12,455	33,972	14,938	4,840
Total revenues	1,874,581	2,559,712	2,403,035	2,578,797	2,479,800	2,590,992	2,528,257	2,867,474	2,818,002	2,744,810
EXPENDITURES										
Current:										
General government	378,902	389,275	469,564	485,465	503,140	494,272	489,698	473,767	452,329	484,136
Public Safety	739,136	736,596	987,138	985,510	952,783	1,010,548	1,051,286	1,180,680	1,201,262	1,186,675
Public works	358,627	635,459	443,642	845,619	518,165	664,487	524,818	948,301	714,280	699,426
Community development	74,831	42,785	36,125	42,609	68,223	49,949	66,985	70,566	82,312	102,824
Capital expenditures	16,223	6,205	2,853	-	-	-	-	-	-	-
Capital outlay	276,091	2,152,054	786,932	-	-	-	-	-	-	-
Debt service:										
Principal	7,500	7,500	107,724	100,000	105,000	110,000	110,000	115,000	120,000	125,000
Interest	-	29,353	96,065	92,835	89,435	85,865	82,125	78,385	74,475	70,395
Total expenditures	1,851,310	3,999,227	2,930,043	2,552,038	2,236,746	2,415,121	2,324,912	2,866,699	2,644,658	2,668,456
Excess(deficiency) of revenues over(under) expenditures	23,271	(1,439,515)	(527,008)	26,759	243,054	175,871	203,345	775	173,344	76,354
OTHER FINANCING SOURCES(USES)										
Bond issue	-	2,565,000	-	-	-	-	-	-	-	-
Bond issue costs	-	(64,333)	-	-	-	-	-	-	-	-
Transfers in	276,091	298,152	179,475	418,827	142,577	258,680	106,562	488,264	353,060	313,304
Transfers out	(276,091)	(298,152)	(179,475)	(418,827)	(142,577)	(258,680)	(106,562)	(488,264)	(353,060)	(313,304)
Total other financing sources and uses	-	2,500,667	-	-	-	-	-	-	-	-
Net change in fund balances	\$ 23,271	\$ 1,061,152	\$ (527,008)	\$ 26,759	\$ 243,054	\$ 175,871	\$ 203,345	\$ 775	\$ 173,344	\$ 76,354
Debt service as a percentage of noncapital expenditures	0.005	0.035	0.105	0.094	0.094	0.091	0.089	0.069	0.085	0.083

CITY OF CRESTVIEW HILLS, KENTUCKY
Governmental Activities Tax Revenues By Source

Last Ten Fiscal Years

(modified accrual basis of accounting)

Fiscal Year	Property Tax	Payroll License Tax	Net Profits License Tax	Other	Bank Deposits Tax	Total
2005	\$ 451,140	\$ 1,044,820	\$ 179,369	\$ 32,138	\$ 16,001	\$ 1,723,468
2006	\$ 481,741	\$ 1,263,986	\$ 185,497	\$ 32,163	\$ 18,873	\$ 1,982,260
2007	\$ 515,938	\$ 1,347,770	\$ 160,017	\$ 29,665	\$ 21,775	\$ 2,075,165
2008	\$ 550,722	\$ 1,428,168	\$ 221,286	\$ 28,881	\$ 24,998	\$ 2,254,055
2009	\$ 566,925	\$ 1,423,096	\$ 246,184	\$ 16,935	\$ 27,015	\$ 2,280,155
2010	\$ 582,114	\$ 1,469,286	\$ 224,179	\$ 42,513	\$ 33,003	\$ 2,351,095
2011	\$ 590,355	\$ 1,542,323	\$ 182,584	\$ 36,972	\$ 36,931	\$ 2,389,165
2012	\$ 578,885	\$ 1,608,387	\$ 270,185	\$ 42,186	\$ 40,580	\$ 2,540,223
2013	\$ 589,578	\$ 1,657,512	\$ 293,377	\$ 39,355	\$ 41,897	\$ 2,621,719
2014	\$ 603,611	\$ 1,607,965	\$ 285,561	\$ 44,404	\$ 44,198	\$ 2,585,739

The Public Service Tax consists of occupational, net profit and payroll license fees treated as public service taxes.
The revenue base for public service taxes (license fees) is not available, in that the City is not the actual tax collector.
The payroll license fees are based on a rate of 1% of total payroll of all persons working in the City up to a maximum of \$113,700.
The net profit license fee is based on a rate of .75% of net profits earned in the City.

CITY OF CRESTVIEW HILLS, KENTUCKY**Assessed Value of Taxable Property**

Last Ten Fiscal Years

(amounts expressed in thousands)

<u>Fiscal Year</u>	<u>Real Property</u>	<u>Personal Property</u>	<u>Less: Tax-Exempt Real Property</u>	<u>Total Taxable Assessed Value</u>	<u>Total Direct Tax Rate</u>
2005	350,658,793	-	53,480,343	297,178,450	0.1525
2006	370,017,043	-	53,949,143	316,067,900	0.1525
2007	392,589,331	-	54,007,943	338,581,388	0.1525
2008	400,259,531	-	55,055,943	345,203,588	0.1525
2009	460,876,508	-	59,642,343	401,234,165	0.1415
2010	472,415,708	-	61,450,643	410,965,065	0.1455
2011	464,245,283	-	68,371,543	395,873,740	0.1520
2012	470,174,042	-	70,333,302	399,840,740	0.1545
2013	474,272,642	-	71,339,902	402,932,740	0.1570
2014	472,945,842	-	71,555,902	401,389,940	0.1600

Source - Kenton County PVA

The County assesses property at 100% of fair market value.

CITY OF CRESTVIEW HILLS, KENTUCKY

Property Tax Rates (1)

Direct and Overlapping Governments

Last Ten Fiscal Years

Fiscal Year	City of Crestview Hills	Overlapping rates County			Total Direct and Overlapping Rates
		Kenton County	School District	Others	
2005	0.1525	0.1350	0.556	0.132	0.9755
2006	0.1525	0.1360	0.556	0.135	0.9795
2007	0.1525	0.1380	0.564	0.141	0.9955
2008	0.1525	0.1410	0.558	0.148	0.9995
2009	0.1415	0.1420	0.558	0.153	0.9945
2010	0.1455	0.1480	0.557	0.165	1.0155
2011	0.1520	0.1151	0.557	0.172	0.9961
2012	0.1545	0.1151	0.557	0.172	0.9986
2013	0.1570	0.1480	0.577	0.171	1.0530
2014	0.1600	0.1480	0.577	0.171	1.0560

(1) Per \$100 assessed valuation

The City of Crestview Hills is a portion of the County and School District.

Other taxing districts include the Kenton County Library, Health District, TANK, and Extension District. These additional taxing districts were not included in previous years.

CITY OF CRESTVIEW HILLS, KENTUCKY

Principal Property Taxpayers

June 30, 2014

Taxpayer	2014		
	2013 Taxable Assessed Valuation	Rank	Percentage of Total Taxable Assessed Value
Crestview Hills Town Center	\$ 31,693,380	1	7.87%
Grandview Summit Investments	17,600,000	2	4.37%
Higbee Company	11,555,000	3	2.87%
CP Crestview Hills, LLC	8,500,000	4	2.11%
Broadstone TS GA Kentucky, LLC	7,752,600	5	1.92%
Northern KY Racquet Club Inc.	6,580,800	6	1.63%
Atria Summit Hills LLC	5,076,000	7	1.26%
Chapel Place D LLC	4,500,000	8	1.12%
Thomas More/Hemmer II LTD	4,400,000	9	1.09%
Summit Hills Country Club Inc.	4,391,100	10	1.09%
TOTAL	\$ 102,048,880		25.33%
Taxpayer	2005		
	2004 Taxable Assessed Valuation	Rank	Percentage of Total Taxable Assessed Value
Realty Association	\$ 14,423,700	1	4.85%
Crestview Hills Towne Center	11,953,000	2	4.02%
Atria Communities, Inc.	6,970,000	3	2.35%
E G Properties	6,805,000	4	2.29%
N. KY Racquet Clubs, Inc.	5,234,000	5	1.76%
Summit Hills Country Club	4,076,000	6	1.37%
Crestview Hills Bank	3,930,000	7	1.32%
Thomas More/Hemmer IV LTD	3,750,000	8	1.26%
Thomas More/Hemmer II LTD	3,750,000	9	1.26%
Thomas More/Hemmer LTD	3,546,000	10	1.19%
TOTAL	\$ 64,437,700		21.67%

Source - Kenton County PVA

CITY OF CRESTVIEW HILLS, KENTUCKY
Property Tax Levies and Collections
Last Ten Fiscal Years

Fiscal Year	Total Tax Levy	Current Tax Collections	Percent of Current Taxes Collected	Delinquent Collections	Total Collections to Date	
					Amount	Percentage of Collection
2005	453,197	451,307	99%	(167)	451,140	100%
2006	482,004	476,663	99%	2,892	479,555	99%
2007	516,249	512,251	99%	3,731	515,982	100%
2008	526,580	520,656	99%	5,240	525,896	100%
2009	567,718	530,212	93%	36,369	566,581	100%
2010	597,713	590,730	99%	5,567	596,297	99%
2011	584,788	583,275	100%	1,513	584,788	100%
2012	576,994	576,737	100%	-	576,737	100%
2013	593,309	579,300	98%	14,010	593,309	100%
2014	603,611	599,810	99%	-	599,810	99%

Source - City of Crestview Hills finance office.

CITY OF CRESTVIEW HILLS, KENTUCKY

Ratios of Outstanding Debt by Type

Last Ten Fiscal Years

Fiscal Year	Governmental Activities		Total Primary Government	Per Capita(1)	% of Per Capita Personal Income (1)
	General Obligations Bonds	Notes			
2005	-	20,224	20,224	6	0.00%
2006	2,565,000	12,724	2,577,724	798	0.01%
2007	2,470,000	-	2,470,000	734	0.01%
2008	2,370,000	-	2,370,000	658	0.01%
2009	2,265,000	-	2,265,000	611	0.01%
2010	2,155,000	-	2,155,000	565	0.01%
2011	2,045,000	-	2,045,000	536	0.01%
2012	1,930,000	-	1,930,000	609	0.01%
2013	1,810,000	-	1,810,000	575	0.01%
2014	1,685,000	-	1,685,000	533	0.01%

Note: Details regarding the city's outstanding debt can be found in the notes to the financial statements.

(1) See the Schedule of Demographic and Economic Statistics for personal income and population data.

CITY OF CRESTVIEW HILLS, KENTUCKY

Ratios of General Bonded Debt Outstanding

Last Ten Fiscal Years

Fiscal Year	General Obligations Bonds	Less: Amounts Available in Debt Service Fund	Total	Percentage of Actual Taxable Value(1) of Property	Per Capita(2)
2005	-	-	-	0.00%	-
2006	2,565,000	-	2,565,000	0.81%	762
2007	2,470,000	-	2,470,000	0.63%	734
2008	2,370,000	-	2,370,000	0.59%	658
2009	2,265,000	-	2,265,000	0.49%	611
2010	2,155,000	-	2,155,000	0.46%	565
2011	2,045,000	-	2,045,000	0.44%	536
2012	1,930,000	-	1,930,000	0.41%	609
2013	1,810,000	-	1,810,000	0.38%	575
2014	1,685,000	-	1,685,000	0.42%	533

Note: Details regarding the city's outstanding debt can be found in the notes to the financial statements.

(1) See the Schedule of Assessed Value of Taxable Property for property value data.

(2) Population data can be found in the Schedule of Demographic and Economic Statistics.

CITY OF CRESTVIEW HILLS, KENTUCKY
Direct and Overlapping Governmental Activities Debt
June 30, 2014

<u>Governmental Unit</u>	<u>Debt Outstanding</u>	<u>Estimated Percentage Applicable(1)</u>	<u>Estimated Share of Overlapping Debt</u>
Kenton County (2)	\$ 71,988,849	4.03%	\$ 2,901,151
Kenton County School District (3)	178,000,359	4.83%	8,597,417
Other Kenton County Governments (4)	15,683,070	4.03%	632,028
Subtotal for overlapping debt	<u>265,672,278</u>		<u>12,130,596</u>
City of Crestview Hills direct debt	<u>1,685,000</u>		<u>1,685,000</u>
Total direct and overlapping	\$ <u>267,357,278</u>		\$ <u>13,815,596</u>

Note: Overlapping governments are those that coincide, at least in part, with the geographic boundaries of the city. This schedule estimates the portion of the outstanding debt of those overlapping governments that is borne by the residents and businesses of the City of Crestview Hills. This process recognizes that, when considering the government's ability to issue and repay long-term debt, the entire debt burden borne by the residents and businesses should be taken into account. However, this does not imply that every taxpayer is a resident, and therefore responsible for repaying the debt, of each overlapping government.

(1) The percentage of overlapping debt applicable is estimated using taxable assessed property values. Applicable percentages were estimated by determining the portion of the county's taxable assessed value that is within the government's boundaries and dividing it by the county's total taxable assessed value.

(2) Kenton County Treasurer's office.

(3) Kenton County School District Treasurer's office.

(4) Kenton County Public Library, Kenton County Public Health Taxing District, TANK and Kenton County Extension District.

CITY OF CRESTVIEW HILLS, KENTUCKY

Legal Debt Margin Information

Last Ten Fiscal Years

	2005	2006	2007	2008	2009	2010	2011	2012	2013	2014
Debt limit	\$ 29,717,845	\$ 31,606,790	\$ 39,258,933	\$ 40,025,953	\$ 46,087,651	\$ 47,241,571	\$ 46,424,528	\$ 47,017,404	\$ 47,427,264	\$ 47,294,584
Total net debt applicable to limit	-	2,565,000	2,470,000	2,370,000	2,265,000	2,155,000	2,045,000	1,930,000	1,810,000	1,685,000
Legal debt margin	29,717,845	29,041,790	36,788,933	37,655,953	43,822,651	45,086,571	44,379,528	45,087,404	45,617,264	45,609,584
Total net debt applicable to the limit as a percentage of debt limit		8.12%	6.29%	5.92%	4.91%	4.56%	4.40%	4.10%	3.82%	3.57%

Assessed value	\$ 401,389,940
Add back: exempt real property	71,555,902
Total assessed value	<u>472,945,842</u>
Debt limit(10% of total assessed value)	47,294,584
Debt applicable to limit:	
General obligation bonds	1,685,000
Less: amount set aside for repayment general obligation debt	-
Total net debt applicable to limit	<u>1,685,000</u>
Legal debt margin	<u>\$ 45,609,584</u>

Note: Under state finance law, the City of Crestview Hills outstanding debt should not exceed 10 percent of assessed property value. By law, the general obligation debt subject to the limitation may be offset by amounts set aside for repaying general obligation bonds.

CITY OF CRESTVIEW HILLS, KENTUCKY

Demographic and Economic Statistics

Last Ten Fiscal Years

Fiscal Year	Population (1)	Per Capita Median Income (1)	Total Personal Income Expressed In Thousands	Median Age (2)	Unemployment Rate (2)
2005	3,232	\$57,473	\$185,753	44.7	4.4%
2006	3,367	\$59,755	\$201,195	44.4	5.0%
2007	3,382	\$63,600	\$215,095	43.9	4.3%
2008	3,604	\$57,473	\$207,133	43.6	5.5%
2009	3,709	\$58,645	\$217,514	43.9	8.1%
2010	3,816	\$57,001	\$217,516	44.0	9.9%
2011	3,816	\$57,473	\$219,317	44.0	9.9%
2012	3,148	\$40,822	\$128,508	44.0	9.5%
2013	3,148	\$40,822	\$128,508	44.3	7.4%
2014	3,159	\$40,822	\$128,508	44.3	5.8%

(1) Census Bureau and Kentucky State Data Center*

(2) US Bureau of Labor Statistics

(3) 2012 and 2013 represents final Census Data while prior years are estimates. 2014 is an estimate.

* Information shown is estimated based on regional numbers and known Crestview Hills economic trends.

CITY OF CRESTVIEW HILLS, KENTUCKY

Principal Employers

Current Year and Ten Years Ago

2014		
Taxpayer	Rank	Percentage of Total City Payroll Taxes
St. Elizabeth Physicians	1	11.01%
St. Elizabeth Healthcare	2	9.13%
Thomas More College	3	5.97%
Huntington-Kentucky	4	3.87%
Columbia Sussex Management LLC	5	3.22%
Dresssman Benzinger Lavelle PSC	6	2.89%
The Bank of Kentucky Inc.	7	2.82%
Children's Hospital Medical Center	8	2.55%
Dillards	9	2.54%
Seed Strategy	10	2.00%
TOTAL		<u>46.00%</u>
2005		
Taxpayer	Rank	Percentage of Total City Payroll Taxes
Fischer Management Inc.	1	7.55%
Thomas More College	2	7.11%
Commonwealth Orthopedic Center	3	3.97%
Dresssman Benzinger Lavelle PSC	4	3.29%
Bank of Kentucky	5	2.95%
Huntington Kentucky LLC	6	2.28%
Roeding Group Companies Inc.	7	2.13%
Pediatric Associates	8	2.04%
Apple Sauce Inc	9	1.98%
Crestivew Hills Dialysis	10	1.35%
		<u>34.65%</u>

CITY OF CRESTVIEW HILLS, KENTUCKY
Full-time Equivalent Government Employees by Function
Last Ten Fiscal Years

Full-time Equivalent Employees as of June 30										
Function	2005	2006	2007	2008	2009	2010	2011	2012	2013	2014
General	3	3	3	3	3	3	3	3	2	2
Public works	1	1	1	1	1	1	1	1	1	1

Source: City Clerk/Treasurer

CITY OF CRESTVIEW HILLS, KENTUCKY

Capital Asset Statistics by Function

Last Ten Fiscal Years

Function	Fiscal Year									
	2005	2006	2007	2008	2009	2010	2011	2012	2013	2014
Police:										
Stations	None	None	None	None	None	None	None	None	None	None
Fire:										
Fire stations	None	None	None	None	None	None	None	None	None	None
Highways and streets:										
Streets(miles)	13	13	13	13	13	13	13	13	13	13
Streetlights	66	66	66	73	73	73	73	73	73	73

Source: Various city departments

Police function is contracted with the Lakeside Park/Crestview Hills Police Authority.
 Fire and Emergency Medical Service functions are contracted with the City of Ft. Mitchell, Kentucky.
 Sanitation lines are owned and maintained by the Sanitation District No. 1.

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REPORT ON INTERNAL CONTROL OVER FINANCIAL REPORTING AND ON COMPLIANCE AND OTHER MATTERS BASED ON AN AUDIT OF FINANCIAL STATEMENTS PERFORMED IN ACCORDANCE WITH GOVERNMENT AUDITING STANDARDS

**To the Mayor and Council
City of Crestview Hills, Kentucky**

We have audited, in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States, the financial statements of the governmental activities, each major fund, and the aggregate remaining fund information of the City of Crestview Hills, Kentucky, as of and for the year ended June 30, 2014, and the related notes to the financial statements, which collectively comprise the City of Crestview Hills, Kentucky's basic financial statements and have issued our report thereon dated November 11, 2014.

Internal Control Over Financial Reporting

In planning and performing our audit of the financial statements, we considered the City of Crestview Hills, Kentucky's internal control over financial reporting (internal control) to determine the audit procedures that are appropriate in the circumstances for the purpose of expressing our opinions on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the City of Crestview Hills, Kentucky's internal control over financial reporting. Accordingly, we do not express an opinion on the effectiveness of the City of Crestview Hills, Kentucky's internal control.

Our consideration of internal control was for the limited purpose described in the preceding paragraph and was not designed to identify all deficiencies in internal control that might be material weaknesses or significant deficiencies and therefore, material weaknesses or significant deficiencies may exist that were not identified. However, as described in the accompanying schedule of findings and responses, we identified certain deficiencies in internal control that we consider to be material weaknesses.

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

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Compliance and Other Matters

As part of obtaining reasonable assurance about whether the City of Crestview Hills, Kentucky's financial statements are free from material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts and grant agreements, noncompliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit, and accordingly, we do not express such an opinion. The results of our tests disclosed instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards* and which are described in the accompanying schedule of findings and responses as Findings 1 and 2.

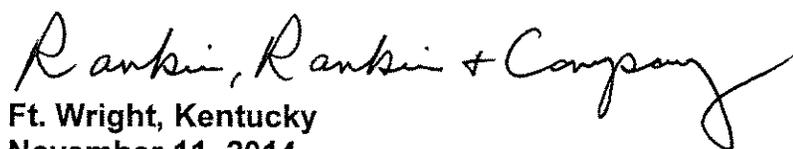
City of Crestview Hills, Kentucky's Response to Findings

The City of Crestview Hills, Kentucky's response to the findings identified in our audit is described in the accompanying schedule of findings and responses. City of Crestview Hills, Kentucky's response was not subjected to the auditing procedures applied in the audit of the financial statements and, accordingly, we express no opinion on it.

Purpose of this Report

The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the entity's internal control or on compliance. This report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the entity's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.

RANKIN, RANKIN & COMPANY

A handwritten signature in cursive script that reads "Rankin, Rankin & Company".

**Ft. Wright, Kentucky
November 11, 2014**

CITY OF CRESTVIEW HILLS, KENTUCKY
SCHEDULE OF FINDINGS AND RESPONSES
June 30, 2014

Finding 1: Lack of Segregation of Duties

The City is responsible for maintaining an adequate system of internal controls over financial activity. The City is a small unit with limited personnel that hinders the ability to provide various segregating of duties. The Financial Officer/Treasurer is responsible for all accounting functions, such as processing accounts payable, payroll, and preparing bank reconciliations with limited oversight.

Recommendation: We recommend the City consider the following:

- (1) Provide for an independent (from the Financial Officer/Treasurer) person to prepare (or review in detail) the bank reconciliation. We recommend that the person reviewing the reconciliation sign and date the reconciliation, providing evidence that it was done.
- (2) The Mayor or other designated individual such as the City Administrator, provide as much oversight as possible, such as reviewing disbursement documentation, signing checks and otherwise overseeing financial activity including a review of the monthly general ledger and reviewing the monthly financial statements for accuracy. We also recommend the City Administrator and Finance Officer review the City's controls to find any additional areas that can be improved and report those findings to the Mayor.

City's Response:

The City is a small unit with three administrative employees, thus limiting the possibility of segregation of duties. The City will consider other alternatives to protect City assets.

Finding 2: Bank Deposits

Bank deposits are typically made within one week of receipt. While most larger deposits are made electronically to the bank account, there can be large checks, and receipt of frequent checks during the property tax collection period, that are received by mail or in person. During the audit, we noticed a \$34,000 check was not deposited for several days.

Recommendation: We recommend the City consider the following:

Whenever a single check of \$1,000 or more is received or whenever several checks are received in a day, that the bank deposit be made that day or at the latest, the next day. This control would lessen the risk of checks or cash being lost, misplaced or stolen.

City's Response:

The City will make bank deposits of significant amounts on a more timely basis to lessen the risk of checks or cash being lost, misplaced or stolen.