

# City of Milton, Georgia
# COMPREHENSIVE ANNUAL FINANCIAL REPORT
## FOR THE FISCAL YEAR ENDED SEPTEMBER 30, 2011




Photo by Ashley Blencoe

# COMPREHENSIVE ANNUAL FINANCIAL REPORT

## FOR THE FISCAL YEAR ENDED SEPTEMBER 30, 2011

PREPARED BY:
**STACEY INGLIS**
FINANCE DIRECTOR

SUBMITTED BY:
**CHRIS LAGERBLOOM**
CITY MANAGER

# Introductory Section



# CITY OF MILTON, GEORGIA

## COMPREHENSIVE ANNUAL FINANCIAL REPORT
## FOR THE YEAR ENDED SEPTEMBER 30, 2011

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# CITY OF MILTON, GEORGIA

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## FOR THE YEAR ENDED SEPTEMBER 30, 2011

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# To the Honorable Mayor, Members of City Council, Citizens, Businesses and Stakeholders of the City of Milton:

March 7, 2012

We are pleased to present to you the Comprehensive Annual Financial Report of the City of Milton, Georgia for the fiscal year ended September 30, 2011. This report consists of management's representations concerning the finances of the City. Management assumes full responsibility for the completeness and reliability of all information presented in this report, based upon a comprehensive framework of internal controls established for this purpose. Since the cost of internal controls 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.

In compliance with state laws, the City's financial statements have been audited by Mauldin & Jenkins, LLC. The goal of the independent audit was to provide reasonable assurance that the financial statements of the City for the fiscal year ended September 30, 2011 are free of material misstatement. The independent audit involved: examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements; assessing the accounting principles used and significant estimates made by management; and evaluating the overall financial statement presentation. The independent auditors have concluded, based upon their audit, that there is reasonable basis for rendering an unqualified ("clean") opinion on the City's financial statements for the fiscal year ended September 30, 2011. The independent auditor's report is presented as the first component 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 with it.

## OUR HISTORY

In the early 1800s, the area that is now known as the City of Milton was inhabited mostly by the Cherokee. Through the 1832 land lottery, settlers in search of good farmland and gold made this their home.

In 1857, Milton County was formed from parts of Cobb, Cherokee and Forsyth Counties to create a more accessible county seat. It was named for John Milton, Georgia's first Secretary of State and a Revolutionary War hero. This was an agriculture-based community with cotton as the main crop. Devastation hit with the boll weevil infestation in the 1910s and 1920s and then with the Great Depression in the 1930s. Small counties, such as Milton, were encouraged to consolidate with larger counties in the "Bigger and Better Counties" movement. It was at this time in 1932 that Milton voters decided to merge with Fulton County.

The area remained unincorporated for seventy-four years until the citizens decided they wanted services provided and decisions made on a more local level. On December 1, 2006, the City of Milton was born. Located at the northern-most tip of Fulton County, it occupies a land area of 38.52 square miles and serves an estimated population of 33,373, according to Georgia Power Economic Development. The City is known for its rural character and pastoral farm lands.

## GOVERNMENT PROFILE

Policy-making and legislative authority are vested in a governing Council consisting of the Mayor and six Council members, all elected on a non-partisan basis. Each serves a four (4) year staggered term, where one-half of the Council seats are up for election every two (2) years. The Mayor is elected at large, without regard to specific residence within the City. Council members are elected by district and serve at large.

The City of Milton operates under a Council-Manager form of government, whereby the City Manager is appointed by Mayor and Council. The City Manager has the authority and responsibility: to carry out the policies set forth by the Council; to provide for the effective and efficient delivery of municipal services; and to direct and supervise the administration of all departments.

The City provides a full range of services, including police and fire protection and the construction and maintenance of streets and other infrastructure. Parks and recreational programs are in the early stages of development with plans to expand in the next fiscal year. Sanitation services are provided through relationships with private operators.

Milton has one of the most educated populations of any city this size in the state. Approximately 97% of the residents over the age of 25 hold at least a high school degree and 66% have a bachelor's degree or higher. More than 57% of the workforce is in the professional/management field.

## BUDGET BASIS AND STRUCTURE

The annual budget serves as the foundation for the City's

financial plan and assists in control of the financial stability and health of the government. The Mayor and Council are legally required to adopt a balanced budget no later than the close of the fiscal year. The City's fiscal year runs from October 1 through September 30.

The budget is prepared by fund, function and department. The official level of control (i.e., the level on which expenditures may not legally exceed appropriations) for each legally adopted annual operating budget is at the department level. Administrative transfers of appropriations within a department may be authorized by the City Manager. Transfers between departments or funds must be approved by the Mayor and Council.

## ECONOMIC CONDITION

Communities across Georgia and throughout the nation are still experiencing declines in new home construction, increases in the number of filings for foreclosures and increases in commercial vacancy rates. In these uncertain economic times, Milton has not been immune to the economic realities but continues to maintain a strong financial position.

- **Population** – The estimated population of the City for 2011 is 33,373 residents, according to Georgia Power Economic Development.
- **Development** – The City is in a unique situation as a municipality that is largely rural and suburban in nature, but which lies within the metropolitan area of Atlanta and in close proximity to major future-growth corridors. Approximately 54% of the land area within the City has a residential land use, while 34% has an agricultural or forestry land use. Only 2% is dedicated to commercial use, while the remaining 10% is park land, cemeteries, schools and wetlands. Over the fiscal year, 821 building permits were issued. This is a 14% decrease over the previous year.
- **Property values** – Total taxable assessed property values decreased by 5.5% for the 2011 property tax year. This decrease is attributed to the continued economic downturn.

The City wishes to maintain its position as a distinct exurban and suburban destination within the context of adjacent communities and the Atlanta region. In order to do so, Milton's residents must face the fiscal realities of living in a city that has fewer residents and a subsequently smaller tax base.

Currently, the City has no core intensely-developed area except in the southeastern region along State Route 9, Windward Parkway and Deerfield Parkway. Four of the five largest employers in Milton are located in this section: Verizon, Infor Global Solutions, Walmart and Fry's Electronics.

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## STRATEGIC FINANCIAL PLANNING

Although many economic factors are largely outside of local government control, the Mayor, Council, City Manager and department heads have displayed impressive financial stewardship over the years through established philosophy of budgetary evaluation. This philosophy entails reviewing the needs of the City relative to a standard that services and associated costs should not be appropriated unless they are justified as strategic goals of the organization that serve to accomplish our guiding principles.

Upon incorporation, the City also adopted a budgetary policy that requires the establishment of a fund balance reserve for working capital. The purpose of working capital is to cover the cost of expenditures caused by unforeseen emergencies, to cover shortfalls due to revenue declines, and to eliminate any short-term borrowing for cash flow purposes. This reserve shall accumulate and then be maintained at an amount equal to two months of expenditures, which is approximately 16% of budgeted expenditures.

The City of Milton maintains a flexible, yet thorough, five-year capital improvement plan whereby capital needs are identified several years before funding and implementation to allow adequate time for planning. This plan also provides for the orderly replacement of facilities and equipment.

The City's current five-year plan identified $41.8 million in projected expenditures through fiscal year 2016; $3.8 million of this is budgeted for the 2012 fiscal year. More than $3.3 million is designated for public works projects such as pavement management and bridge replacement. The remaining budget is slated for future replacement of public safety vehicles, park land acquisition/improvement, a conservation easement program and an architectural coding program.

The sustainability of the City relies on a diversification of revenue sources. As mentioned, property taxes are the largest single source of revenue; however, significant discussion is centered on how to further diversify the City's revenue base and lessen reliance on property taxes. Existing revenue sources are evaluated on an annual basis to ensure the underlying rate is reasonable and justifiable.

## MAJOR INITIATIVES

During fiscal year 2011, the City of Milton planned and implemented several major initiatives designed to meet citizens' and business owners' needs for services, improve the quality of life and adhere to the Mayor and Council's vision and mission for the City.

In February, 2011, the City was awarded a Livable Centers Initiative (LCI) grant from the Atlanta Regional Commission (ARC) for a planning study of the Highway 9 area from Bethany Bend to Mayfield Road and the areas east of High-

way 9 to Ga. 400. This study will determine strategies that link transportation improvements with land-use development. Ultimately, the aim is to help improve the livability and sustainability of the area. Once the completed, the area becomes eligible for additional grant funding to implement the transportation projects identified in the study. The Community Development department anticipates the study to be completed in April 2012.

The City was also awarded a grant from the Georgia Council on Developmental Disabilities (GCDD) for the Real Communities Initiative. This grant provides funding for a part-time Community Builder and seed money for the mini-grant program. The purpose of the mini-grant program is to provide resources for projects that improve community life or promote civic engagement. The eventual goal is to encourage all citizens to become actively engaged in their community and to foster connections between neighbors.

After nearly four years of extensive work, the Community Development Department, along with the Comprehensive Plan Advisory Committee, completed the Comprehensive Plan and presented it for adoption in June 2011. This Plan describes the vision for Milton's land-use and states the policy for realistic growth and development that may occur over a 20-year period.

A team of citizen representatives and staff members joined together in November 2010 to begin work on Milton's first Strategic Plan, which identified key stakeholders in the community, goals that addressed their priorities and strategies outlining how to accomplish the goals. The Plan was adopted in June 2011 and covers a span of three years (2012-2015). It not only provides a roadmap of where to focus the City's resources for each budget year, but also identifies key success measures that ensure the projects remain on target to achieving the goals. In fiscal year 2012, residents will have the ability to gauge each goal's level of completeness with an online measurement tool that will be available on the City's Web site.

Lastly, a Crabapple Visioning Study was completed in September 2011 identifying the transportation, connectivity, building design, identity and long-term planning needs of the Crabapple Crossroads community and the City of Milton's future City Center. While this plan will take years to fully implement, there are a few projects in the coming fiscal year that help make it a reality, including transfer of development rights and form-based coding in the Crabapple area.

## 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 Milton for its Comprehensive Annual Financial Report ("CAFR") for the fiscal year ended September 30, 2010. This program recognizes those governments that go beyond the minimum requirements of generally accepted accounting principles to prepare CAFR's that represent the spirit of transparency and full disclosure. This was the third year the City has received this prestigious award. This award is valid for a period of one year only. We believe that our current CAFR continues to conform to program requirements and we are submitting it to GFOA to determine its eligibility for another award. The City is committed to this effort and will strive to maintain and surpass these standards on future reports.

The preparation of this report would not have been possible without the efficient and dedicated services of all City departments. Their willingness to work together has enabled Milton to go beyond the ordinary, to be unique and to strive to exceed expectations in financial reporting by producing a quality report that is readable, informative, and beneficial to our citizens. We also extend our appreciation and gratitude to our independent auditors, Mauldin & Jenkins, for the professional guidance and assistance in producing a technically sound document. Most importantly, we express our appreciation to the Mayor and City Council for their dedication, leadership, vision, and support in planning and conducting the affairs of the City in a responsible and progressive manner, which ensures that Milton is a well-rounded, vibrant community to call home.

Respectfully submitted,



Christopher J. Lagerbloom
City Manager



Stacey R. Inglis
Finance Director

# Certificate of Achievement for Excellence in Financial Reporting

Presented to

## City of Milton
## Georgia

For its Comprehensive Annual
Financial Report
for the Fiscal Year Ended
September 30, 2010

A Certificate of Achievement for Excellence in Financial Reporting is presented by the Government Finance Officers Association of the United States and Canada to government units and public employee retirement systems whose comprehensive annual financial reports (CAFRs) achieve the highest standards in government accounting and financial reporting.




Linda C. Davidson

President

Jeffrey P. Ernst

Executive Director



# Elected Officials
## at September 30, 2011

**From left:** District 3 William C. Lusk | District 6 Alan Tart
Mayor Joe Lockwood | District 5 Joe Longoria | District 2 Julie Zahner Bailey | Mayor Pro Tem/District 4 Burt Hewitt
District 1 Karen Thurman

# Listing of Principal Officials
## at September 30, 2011

City Manager
Chris Lagerbloom

Finance Director and City Treasurer
Stacey Inglis

Chief of Police
Deborah Harrell

Fire Chief
Robert Edgar

Human Resources Director
Sam Trager

Parks and Recreation Director
John Rebar

Community Development Director
Kathleen Field

Public Works Director
Carter Lucas

City Clerk
Sudie Gordon

Court Clerk
Brooke Lappin

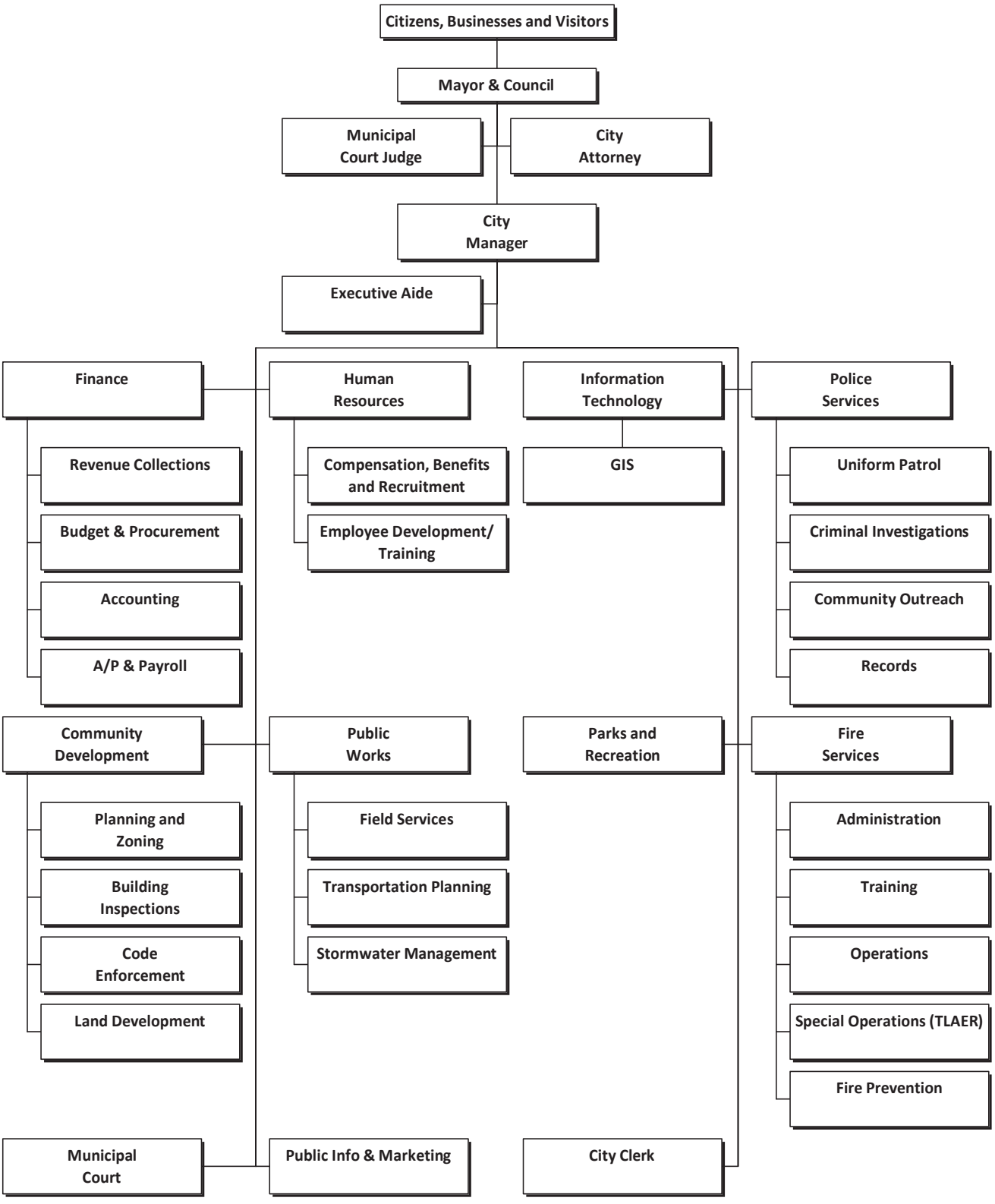
Communications Manager
Jason Wright

Information Technology Manager
David Frizzell

City Attorney
Ken E. Jarrard, Esq.

City Auditors
Mauldin & Jenkins, LLC

# Organizational Chart
## at September 30, 2011



# City Meetings and Special Events

## City Council

**Regularly Scheduled Meetings**
*First and Third Mondays*
**Work sessions**
*Second Monday*
6 p.m. in Council Chambers

## Planning Commission

**Regularly Scheduled Meeting**
*Fourth Tuesday*
7 p.m. in Council Chambers

## Design Review Board

**Regularly Scheduled Meeting**
*First Tuesday*
6 p.m. in Council Chambers

## Board of Zoning Appeals

**Regularly Scheduled Meeting**
*Third Tuesday*
7 p.m. in Council Chambers

## Disability Awareness Committee

**Regularly Scheduled Meeting**
*First Wednesday*
7 p.m. in Executive Conference Room

## Milton Grows Green

**Regularly Scheduled Meeting**
*Second Tuesday*
12 p.m./6:30 p.m. in Executive Conference Room/Fire Station No. 43 -- alternates

## Historic Pres. Commission

**Regularly Scheduled Meeting**
*Second Wednesday*
6 p.m. in Executive Conference Room

## Parks and Recreation Advisory Board

**Regularly Scheduled Meeting**
*Third Thursday*
11:30 p.m. in Executive Conference Room

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## April 21 – 3rd Annual Earth Day Festival

**11 a.m. to 3 p.m., Birmingham Park**
Milton's second Earth Day Festival is scheduled for Saturday, April 16 at Birmingham Park.
The event, sponsored by The Milton Grows Green Committee (MGG), will feature information about existing and future environmental projects and programs in Milton. More information will be available as the date approaches.

## May 28 – 5th Annual Memorial Day Ceremony

**10 a.m., City Hall**
The yearly Memorial Day commemoration will again be held at Milton's City Hall and feature a flyover, invocation, presentation of colors, call to colors, songs, a Keynote Speaker, a roll call of deceased veterans, and a benediction.

## Oct. 20 – 6th Annual Milton Roundup

**Noon to 6 p.m., Birmingham United Methodist Church**
Our annual Milton Roundup is a celebration of the city. All residents of Milton, along with their family and friends, are invited to join in the day-long event where they can eat good local food, play games, listen to music, hop on one of our exciting rides or just spend the day outside enjoying Georgia's beautiful fall weather. Parking and admission are free.

## December – Christmas in Crabapple and Annual Tree Lighting

**TBD, historic downtown Crabapple; Corner of Webb Road and Ga. 9**
Celebrate the season of giving with a traditional outdoor celebration. Santa will be on hand for children to share their secret wishes and to get their picture taken. Everyone can enjoy refreshments while listening to carols sung by the Milton High School choir.
Later, Santa will make another appearance, this time on the other side of Milton, to light the city's tree. There will be music, refreshments, a countdown to the lighting, and more.

# Financial Section



MAULDIN & JENKINS
CERTIFIED PUBLIC ACCOUNTANTS, LLC

# INDEPENDENT AUDITOR'S REPORT

**The Honorable Mayor and Members**
**of the City Council of the**
**City of Milton, Georgia**

We have audited the accompanying financial statements of the governmental activities, each major fund, and the aggregate remaining fund information of the **City of Milton, Georgia**, as of and for the year ended September 30, 2011, which collectively comprise the City of Milton, Georgia's basic financial statements as listed in the table of contents. These financial statements are the responsibility of the City of Milton, Georgia's management. Our responsibility is to express opinions on these financial statements based on our audit.

We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements. An audit also includes assessing the accounting principles used and significant estimates made by management, as well as evaluating the overall financial statement presentation. We believe that our audit provides a reasonable basis for our opinions.

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities, each major fund, and the aggregate remaining fund information of the City of Milton, Georgia as of September 30, 2011, and the respective changes in financial position thereof for the year then ended in conformity with accounting principles generally accepted in the United States of America.

As discussed in Note 1, the City of Milton, Georgia implemented Governmental Accounting Standards Board (GASB) Statement No. 54, *Fund Balance Reporting and Governmental Fund Type Definitions*, as of October 1, 2010.

In accordance with *Government Auditing Standards*, we have also issued our report dated March 6, 2012 on our consideration of the City of Milton, Georgia'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* and should be considered in assessing the results of our audit.

Accounting principles generally accepted in the United States of America require that the Management's Discussion and Analysis, General Fund – Schedule of Revenues, Expenditures, and Changes in Fund Balances – Budget and Actual, and Schedule of Funding Progress – Retirement Plan, as listed in the table of contents, 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.

Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the City of Milton, Georgia's basic financial statements. The combining and individual nonmajor fund financial statements and schedules, as listed in the table of contents, are presented for purposes of additional analysis and are not a required part of the basic financial statements. Such information is the responsibility of management and was derived from and relates directly to the underlying accounting and other records used to prepare the financial statements. The information has been subjected to the auditing procedures applied in the audit of the basic financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the financial statements or to the financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the information is fairly stated in all material respects in relation to the basic financial statements as a whole.

Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the City of Milton, Georgia's basic financial statements. The introductory and statistical sections are presented for purposes of additional analysis and are not a required part of the basic financial statements. Such information has not been subjected to the auditing procedures applied in the audit of the basic financial statements, and accordingly, we do not express an opinion or provide any assurance on it.




Atlanta, Georgia
March 6, 2012

# Management's Discussion and Analysis

As management of the City of Milton (the "City"), we offer readers of the City's financial statements this narrative overview and analysis of the financial activities for the fiscal year ended September 30, 2011. We encourage readers to consider the information presented here in conjunction with additional information that we have furnished in our letter of transmittal, which can be found in the beginning of this report. All amounts, unless otherwise indicated, are expressed in whole dollars.

## FINANCIAL HIGHLIGHTS

- The assets of the City exceeded its liabilities at the close of the fiscal year by $55,639,763 (total net assets). Of this amount $16,316,129 (unrestricted net assets) may be used to meet the ongoing obligations of the government.
- The City's total net assets increased by $3,486,102.
- As of the close of the fiscal year, the City's governmental funds reported a combined ending fund balance of $17,166,653, an increase of $2,374,908 from the prior year. Key elements of this increase are as follows:
    - o At the end fiscal year 2010, the City converted to a new financial software system causing a slight delay in the billing of property taxes. Since taxes are collected at the end of the fiscal year, a larger portion than anticipated was collected in fiscal year 2011.
    - o The insurance premium tax was almost $700,000 more than the previous fiscal year due to the increase in population as published by the U.S. Census Bureau.
    - o In fiscal year 2010, the City terminated its contract with the third-party firm that provided maintenance and operation services for the City and brought these services in-house. Fiscal year 2011 is the first full year of operation since the transition, capturing a more accurate picture of the cost to serve the citizens. The savings realized from this transition, as well as prudent spending by the departments, account for more than $970,000 of the increase in fund balance.
- The City's total long-term debt at September 30, 2011 consists of three master leases used to purchase public safety vehicles and equipment totaling $3,609,092. As of the close of the fiscal year, the balance of the long-term debt is $1,107,852.

## OVERVIEW OF THE FINANCIAL STATEMENTS

This discussion and analysis is intended to serve as an introduction to the City of Milton's basic financial statements. The basic financial statements are comprised of three components: 1) government-wide financial statements; 2) fund financial statements; and 3) notes to the basic financial statements.

**Government-wide financial statements.** The *government-wide financial statements* are designed to provide readers with a broad overview of the City's finances. Financial reporting at this level uses a perspective similar to that found in the private sector, with its basis in accrual accounting and elimination or reclassification of activities between funds. These statements provide both long-term and short-term information about the City's overall financial status.

The *statement of net assets* presents information on all of the City's assets and liabilities, with the difference between the two reported as net assets. Over time, increases or decreases in net assets may serve as a useful indicator of whether the financial position of the City is improving or deteriorating. Evaluation of the overall health of the City would extend to other non-financial factors, such as diversification of the taxpayer base or the condition of the City's infrastructure, in addition to the financial information provided in this report.

The *statement of activities* report how the City's net assets changed during the current fiscal year. All changes in net assets are reported as soon as the underlying event giving rise to the change occurs, regardless of the timing of related cash flows. Thus, revenues and expenses are reported in this statement for some items that will only result in cash flows in future fiscal periods (e.g., uncollected taxes and earned but unused vacation leave). An important purpose of the design of this statement is to show the financial reliance of the City's distinct activities, or functions, on revenues provided by the City's taxpayers.

Both of the government-wide financial statements distinguish functions of the City principally supported by taxes and intergovernmental revenues (*governmental activities*). The City of Milton's governmental activities include general government, judicial, public safety, public works, culture and recreation, and housing and development. The City currently does not have any business-type activities.

The government-wide financial statements can be found on pages 10 and 11 of this report.

**Fund financial statements.** A *fund* is a grouping of related accounts used to maintain control over resources segregated for specific activities or objectives. The City, like other state and local governments, uses fund accounting to ensure and demonstrate compliance with finance-related legal requirements. All of the funds of the City can be divided into two categories: governmental funds and fiduciary 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 near-term inflows and outflows of spendable resources, as well as on balances of spendable resources available at the end of the fiscal year. Such information may be useful in evaluating a government's near-term financing requirements.

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

The City maintains two major and five non-major governmental funds. The City's major governmental funds are: General Fund and Capital Projects Fund. The non-major governmental funds are: Confiscated Assets Fund, Emergency 911 Fund, Operating Grant Fund, Hotel/Motel Tax Fund and Capital Grant Fund.

The basic governmental fund financial statements can be found on pages 12 through 14 of this report.

**Fiduciary fund.** *Fiduciary funds* are used to account for resources held for the benefit of parties outside the government. Fiduciary funds are not reflected in the government-wide financial statements because the resources of those funds are not available to support the City's own programs. The City uses an Agency Fund for the collection and remittance of cash appearance bond-related activity for municipal court.

The basic fiduciary fund financial statement can be found on page 15 of this report.

**Notes to the basic financial statements.** The notes provide additional information that is essential to a full understanding of the data provided in the government-wide and fund financial statements. The notes to the financial statements can be found on pages 16 to 35 of this report.

**Other information.** In addition to the basic financial statements and accompanying notes, this report also presents certain required supplementary information, such as budgetary comparison schedules and the schedule of funding progress for the City's pension plan. The budgetary comparison schedules are intended to demonstrate the City's compliance with the legally adopted and amended budgets. Required supplementary information can be found on pages 36 through 37 of this report.

## GOVERNMENT-WIDE FINANCIAL ANALYSIS

Following is a summary of the City's net assets as found on page 44 of this report.

**CITY OF MILTON'S NET ASSETS**

| | Governmental Activities | |
|---|---|---|
| | 2011 | 2010 |
| **Assets** | | |
| Current and other assets | $ 20,194,106 | $ 17,513,583 |
| Capital assets | 39,737,395 | 38,268,948 |
| Total assets | 59,931,501 | 55,782,531 |
| **Liabilities** | | |
| Current liabilities | 2,744,446 | 1,296,912 |
| Non-current liabilities outstanding | 1,547,292 | 2,331,958 |
| Total liabilities | 4,291,738 | 3,628,870 |
| **Net assets** | | |
| Invested in capital assets, net of related debt | 38,629,543 | 36,498,474 |
| Restricted for public safety | 694,091 | - |
| Unrestricted | 16,316,129 | 15,655,187 |

As noted earlier, net assets may serve over time as a useful indicator of the City's financial position. The City of Milton reported net assets of $55,639,763 at the close of the fiscal year. The largest portion of the net assets (69.4%) reflects its investment in capital assets (e.g., land, buildings, infrastructure, and machinery and equipment), less any related debt used to acquire those assets that is still outstanding. The City uses these capital assets to provide services to citizens; consequently, these assets are not available for future spending. Although the City's investment in its capital assets is reported net of related debt, it should be noted that the resources needed to repay this debt must be provided from other sources, since the capital assets themselves cannot be used to liquidate these liabilities.

An additional portion of the City's net assets (1.3%) represents resources that are subject to external restrictions on how they may be used. At the close of fiscal year 2011, the

City's restricted net assets were $694,091, representing $89,270 for law enforcement and $604,821 for emergency telephone activities.

The remaining portion of the City's net assets represents unrestricted net assets. The statement reveals a $16,316,129 (29.3%) surplus at the end of this fiscal year, an increase of $660,942 over the previous fiscal year. The evidence of a surplus does not mean that the City has resources available beyond its long-term commitments. Rather, it is the result of having currently available resources that are greater than long-term commitments. The primary reason for this positive change in net assets is the City's ability to maintain sufficient revenues while maintaining adequate budgetary controls on expenses.

At the end of the fiscal year, the City is able to report positive balances in all three categories of net assets for the government as a whole. The same situation held true for the prior fiscal year.

The following condensed financial information was derived from the government-wide statement of activities (page 11) and reflects how the City's net assets changed during the fiscal period.

There was an overall increase in net assets of $3,486,102 in fiscal year 2011 (compared to an increase of $3,108,772 in the prior year). Key elements of this change from year to year are as follows:

- Capital grants and contributions increased by $1,361,458 in fiscal year 2011 primarily as a result of three intersection projects that are 80% funded by grant monies from the Georgia Department of Transportation. The projects located at Birmingham Highway and Providence Road, Arnold Mill and New Providence roads, and Mayfield and Mid Broadwell roads are currently in the design phase and are expected to continue into the right-of-way acquisition and construction phase in the near future.
- Property tax revnue decreased by $446,930 over fiscal

**CITY OF MILTON'S CHANGES IN NET ASSETS**

| | Governmental Activities | |
|---|---|---|
| | 2011 | 2010 |
| **Revenues** | | |
| Program revenues: | | |
| Charges for services | $ 2,194,624 | $ 2,058,005 |
| Operating grants and contributions | 79,384 | 151,166 |
| Capital grants and contributions | 1,541,878 | 180,420 |
| General revenues: | | |
| Property taxes | 9,249,681 | 9,696,611 |
| Sales taxes | 4,056,666 | 3,900,468 |
| Other taxes | 4,189,835 | 3,424,340 |
| Interest | 36,410 | 36,221 |
| Miscellaneous revenues | 144,348 | 49,436 |
| Total revenues | 21,492,826 | 19,496,667 |
| **Expenses** | | |
| General government | 3,508,809 | 3,659,341 |
| Judicial | 207,085 | 235,252 |
| Public safety | 7,587,661 | 7,510,785 |
| Public works | 5,489,730 | 3,849,323 |
| Culture and recreation | 404,151 | 162,076 |
| Housing and development | 763,205 | 909,803 |
| Interest on long-term debt | 46,083 | 61,315 |
| Total expenses | 18,006,724 | 16,387,895 |
| Increase in net assets | 3,486,102 | 3,108,772 |
| Net assets - beginning | 52,153,661 | 49,044,889 |
| Net assets - ending | $ 55,639,763 | $ 52,153,661 |

year 2010 mainly because the assessed property values are more than 5% lower in this fiscal year.

- The insurance premium tax in the "other taxes" category increased by $699,483, accounting for almost all of the $765,495 increase experienced in this category. This particular tax is based on population numbers and prior to the 2010 census, it was reported that the city's population was a little over 15,000. After the census, it was realized that the population was actually 32,661. The new numbers were used as the basis for the fiscal year 2011 distribution.
- There was an increase of almost $1.64 million in public works expenses in fiscal year 2011 due primarily to the significant work done on the intersection projects mentioned previously and to repairs and maintenance on existing infrastructure.
- The parks and recreation department renovated the Bethwell Community Center during fiscal year 2011 accounting for $147,700 of the $242,075 increase in expenses over fiscal year 2010. The remaining increase is attributable to the purchase of a small one-acre park on the corner of Webb Road and Deerfield Parkway, capital improvements made to Bell Memorial Park and design work completed on Crabapple Crossing Park.

## FINANCIAL ANALYSIS OF THE GOVERNMENT'S FUNDS

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

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

As of the end of fiscal year 2011, the city reported governmental funds combined ending fund balance of $17,166,653, an increase of $2,374,908 from the prior year. The largest component of this amount, $8,059,221, constitutes *unassigned fund balance*. As mentioned in the financial highlights section of this MD&A, the increase in the fund balance is due to the collection of prior year property taxes, an increase in the insurance premium tax, and cost savings realized from a combination of prudent spending and the transition to bringing operational services in-house.

The remaining portion of the combined ending fund balance represents *nonspendable, restricted or assigned fund balance* and comprises $9,107,432, indicating that it is not available for new spending. Nonspendable fund balance consists of $338,932 in prepaid invoices. Restricted fund balance is comprised of $694,091 for emergency 9-1-1 operations and confiscated assets. Assigned fund balance consists of amounts assigned for fiscal year 2012 operations ($1,298,871), the operating grant fund ($10,671), and capital projects ($6,764,867).

**General Fund.** The General Fund is the primary operating fund and the largest source of day-to-day service delivery. It accounts for many of the City's core services, such as law enforcement, fire protection, planning, roads and streets, and administration. At the end of the current fiscal year, the unassigned fund balance of the General Fund was $8,059,221, while the total fund balance reached $9,695,628.

**Revenues Classified by Source - General Fund**

| | FY 2011 | | FY 2010 | | Increase (Decrease) | |
|---|---|---|---|---|---|---|
| | Amount | % of Total | Amount | % of Total | Amount | % of Change |
| **Revenues by Source:** | | | | | | |
| Taxes | $ 18,419,051 | 93.0% | $ 23,859,850 | 95.2% | $ (5,440,799) | -22.8% |
| Licenses and permits | 388,345 | 2.0% | 268,122 | 1.1% | 120,223 | 44.8% |
| Charges for service | 400,898 | 2.0% | 269,516 | 1.1% | 131,382 | 48.7% |
| Fines and forfeitures | 431,401 | 2.2% | 593,289 | 2.4% | (161,888) | -27.3% |
| Other | 161,914 | 0.8% | 76,397 | 0.3% | 85,517 | 111.9% |
| Total | $ 19,801,609 | 100.0% | $ 25,067,174 | 100.0% | $ (5,265,565) | -21.0% |

The following provides an explanation of the changes in revenues by source from 2010 to 2011:

- **Taxes.** The City bills property taxes at the end of the fiscal year. Since Fulton County had problems with reconciling the digest in 2009, they were exceptionally late in delivering it to the City, resulting in tax bills being sent two months later than in previous years. As a result, the revenue reported in fiscal year 2010 reflects an inflated amount of property tax collections when compared to a normal year. For this reason, coupled with a 5% decrease in assessed property values, there is a $6.2 million decrease in property tax revenue in the current fiscal year. There was also a $700,000 increase in insurance premium tax due to the increase in population published by the U.S. Census Bureau.
- **Licenses and permits.** The City partners with a third-party company to provide building inspection services. Their fees are based on a percentage of the permit fees the City collects. During fiscal year 2011, the contract fees were renegotiated and the City was able to bring

the permit technician position (previously provided by the company) in-house. The $120,233 increase in licenses and permits was due in large part to this change in the fee structure.

- **Charges for service.** The increase of $131,382 is primarily attributable to a $67,000 incline in municipal court administrative fees, activity fees for new summer camp programs of $56,775 and an increase in plan review fees of $10,833.
- **Fines and forfeitures.** Municipal court fees decreased by $162,888 as a result of a significant increase in the number of cases receiving a community service sentence instead of a fine.
- **Other.** Other revenues increased by $85,517 due, in large part, to a new revenue stream from a cell tower lease. The City received back-payment from Fulton County for the years since incorporation and has started collecting the lease payments directly from the leasee in fiscal year 2011.

**Expenditures by Function - General Fund**

| | FY 2011 | | FY 2010 | | Increase (Decrease) | |
|---|---|---|---|---|---|---|
| | Amount | % of Total | Amount | % of Total | Amount | % of Change |
| **Expenditures by Function:** | | | | | | |
| General government | $ 2,774,434 | 22.1% | $ 3,531,615 | 26.3% | $ (757,181) | -21.4% |
| Judicial | 207,261 | 1.6% | 235,252 | 1.8% | (27,991) | -11.9% |
| Public safety | 6,493,765 | 51.7% | 6,248,070 | 46.5% | 245,695 | 3.9% |
| Public works | 1,323,860 | 10.5% | 1,702,796 | 12.7% | (378,936) | -22.3% |
| Culture and recreation | 354,757 | 2.8% | 135,109 | 1.0% | 219,648 | 162.6% |
| Housing and development | 699,316 | 5.6% | 866,124 | 6.4% | (166,808) | -19.3% |
| Debt service | 716,543 | 5.7% | 716,541 | 5.3% | 2 | 0.0% |
| Total | $ 12,569,936 | 100.0% | $ 13,435,507 | 100.0% | $ (865,571) | -6.4% |

The following provides highlights explaining the significant changes from the prior period in expenditures by function:

- As mentioned previously, in fiscal year 2010, the City terminated the partnership with the private firm CH2M HILL OMI, which provided maintenance and operations services for the City during its first three years of existence. The transition, which occurred after the first quarter of the fiscal year, carried a small amount of one-time costs for IT equipment, vehicles, and software that, when coupled with the contract costs for the first quarter, inflated the reported expenditures for that year. The savings realized from the transition, along with prudent spending by the department heads, allowed the city to realize an overall decrease of $1,302,925 in the departments that were affected.
- There was an increase of $245,695 in Public Safety. A large portion of this is attributable to personnel costs: approximately $80,000 in cost of living adjustments, an increase of more than $42,000 in insurance premiums, and roughly $35,000 in a full year of salary costs for one new police officer. The remaining $88,000 increase is due to rising gas prices and the annual maintenance of vehicles and equipment.
- The Parks and Recreation Department kicked off two summer camp programs this year: Joyful Soles and Camp Bethwell. Expenses associated with these two programs included hiring nine part-time employees: two camp directors, three lead counselors and four camp counselors (approximately $30,000), as well as materials and supplies (around $3,000). A full-time program coordinator was also brought on board to assist with establishing the camps and other programs (roughly $45,000). Additionally, the department contracted with a third-party firm for mowing services at Bell Memorial and Birmingham Park (previously not maintained) for an increased cost of $66,000. Lastly, the expenditures associated with the special events that are funded primarily by hotel/motel excise taxes were reported as a special revenue fund in previous fiscal years; however, because of new reporting requirements, these costs are now reported in the General Fund ($41,000).

**Capital Projects Fund.** Annually, the City Council approves a capital program as part of the budget process. Funding for these projects comes primarily from available fund balance of the General Fund. The Capital Projects Fund accounts for these activities. During the year, $5,161,098 was transferred to this fund from the General Fund, while expenditures amounted to $5,311,780. The above, together with additional revenues of $210,953, resulted in an increase in fund balance of $60,271, yielding a fund balance at year-end of $5,809,267 as compared to $5,748,996 at the end of the prior year.

## GENERAL FUND BUDGETARY HIGHLIGHTS

The City employs an annual mid-year and end-of-year budget adjustment process in order to re-align appropriations made during the annual budget process with significant and unexpected trends. This ensures adjustments facilitating appropriations to be in alignment with expected resources. Differences between the original budget and final amended budget are then resolved via official City Council action.

The following highlights the differences between the original and the final budget amounts:

- Property taxes appropriations were increased by $503,943 to account for prior year tax collections as a result of the slight delay in billing at the end of fiscal year 2010 after converting to a new financial software system.

- Increased local option sales tax revenue by $95,000 to account for higher-than-anticipated collections.
- Business taxes increased by $18,446 to cover higher-than-anticipated revenues.
- Increased licenses and permits by $101,867 to account for the renegotiated revenue sharing for building inspection services, as previously mentioned.
- Charges for service increased by $75,792 to cover higher-than-anticipated court administrative fees.
- Fines and forfeitures appropriations decreased by $82,275 due to a higher-than-anticipated number of cases being sentenced to community service in lieu of paying the fines.
- Miscellaneous revenues increased by $78,746 to account for the new revenue stream from a cell tower lease.
- Expenditure appropriations increased by approximately $140,125 primarily to account for the costs associated with acquiring a 200-year old building and various parcels of land ($67,782) and the cost of bringing the permit technician in-house after the renegotiation of the building inspection services contract ($50,880).
- Operating transfers out increased by $1,562,524 to account for a transfer to the Capital Projects Fund for the acquisition of 4.96 acres of land on Ga. Highway 9 for a future public safety complex. This purchase was funded with available fund balance.

During the year, general fund revenues exceeded budgetary projections, and expenditures were less than budgetary estimates. Actual revenues were $1,635,287 higher than estimates, whereas expenditures were $891,673 lower than final budgetary appropriations. Listed below are the major variances between actuals and appropriations:

- Careful consideration is given to economic conditions and how future collections of revenue might be affected. A conservative approach is always utilized when predicting revenues, but given the current economic climate, further prudence is used. It is for this reason that the variance in property tax revenues and franchise taxes is $528,840 and $225,622, respectively.
- When the City incorporated in 2006, the population was estimated to be just over 15,000. This population figure was registered with the U.S. Census Bureau and was utilized by the Office of Insurance and Fire Safety Commissioner in calculating the insurance premium tax distribution. After the 2010 census was published, the actual population totals were more than twice what was estimated in 2006, coming in at 32,661. The insurance premium tax distribution for 2011 increased significantly, causing a $682,000 variance between actuals and appropriations.
- The expenditures were lower than anticipated primarily due to conservative budget estimates and the continued concerted effort by departments to minimize expenditures as a precautionary measure due to deteriorated economic conditions.

| | Budget | | | Variance |
|---|---|---|---|---|
| | Original | Final | Actual | with Final |
| **Revenues and transfers in:** | | | | |
| Taxes | $ 16,259,691 | $ 16,877,080 | $ 18,419,051 | $ 1,541,971 |
| Licenses and permits | 263,750 | 365,617 | 388,345 | 22,728 |
| Charges for services | 283,000 | 358,792 | 400,898 | 42,106 |
| Fines and forfeitures | 502,500 | 420,225 | 431,401 | 11,176 |
| Contributions | 10,000 | 12,560 | 18,811 | 6,251 |
| Interest earned | 15,000 | 15,000 | 23,285 | 8,285 |
| Miscellaneous | 38,302 | 117,048 | 119,818 | 2,770 |
| Other financing sources | 35,000 | 47,000 | 49,377 | 2,377 |
| Total | $ 17,407,243 | $ 18,213,322 | $ 19,850,986 | $ 1,637,664 |
| **Expenditures and transfers out:** | | | | |
| Expenditures | 13,321,484 | 13,461,609 | 12,569,936 | (891,673) |
| Transfers out | 3,918,284 | 5,480,808 | 5,475,626 | (5,182) |
| Total | 17,239,768 | 18,942,417 | 18,045,562 | (896,855) |
| Change in fund balance | $ 167,475 | $ (729,095) | $ 1,805,424 | $ 2,534,519 |

## CAPITAL ASSET AND DEBT ADMINISTRATION

**Capital assets.** As of September 30, 2011, the City's investment in capital assets for its governmental activities total $39,737,395 (net of accumulated depreciation). This investment in capital assets includes land, buildings, vehicles, equipment and other, construction in progress and infrastructure. In fiscal year 2011, the City was finally able to inventory and value the bridges that were donated by Fulton County upon incorporation. Other additions to the capital assets include four new vehicles, a server for the new in-car camera system for police, playground equipment for Bethwell Community Center, a defibrillator and three parcels of land and a house. The overall decrease in capital assets from the prior period is due to depreciation.

Additional information on the City's capital assets can be found in note 6 on page 27 of this report.

**Long-term debt.** At the end of fiscal year 2011, the City's total outstanding debt was $1,107,852 for police and fire vehicles. A payment of $662,622 was made during the fiscal year to reduce the capital lease outstanding.

Further information on the City's long-term debt can be found in note 7 on pages 28 and 29 of this report.

**City of Milton, Georgia**
**Capital Assets (net of accumulated depreciation)**
**Fiscal Years 2010 and 2011**

| | 2011 | 2010 |
|---|---|---|
| Land | $ 4,837,513 | $ 3,869,061 |
| Buildings | 475,187 | 239,207 |
| Vehicles, Equipment & Other | 2,425,989 | 2,761,492 |
| Construction in progress | 1,674,419 | 1,097,000 |
| Infrastructure | 30,324,287 | 30,302,188 |
| **Total** | **$ 39,737,395** | **$ 38,268,948** |

## ECONOMIC FACTORS AND NEXT YEAR'S BUDGETS AND RATES

The City of Milton is predominately residential in nature, with commercial property representing approximately 15% of the City's taxable assessed value. Therefore, the City receives a significant share of its revenue directly from local residents in the form of property taxes. Like many cities in the region and throughout the United States, property values continue to spiral downward due to the national and global recession, decreasing more than 10% since 2008.

The economic downturn also includes other challenges in the form of reductions in investment values, as well as significant job losses. Consumer confidence is declining corresponding with reductions in consumer spending. One of the adverse affects of this is a decrease in sales tax collections, the City's second largest source of revenue. Since restrictions exist in the Charter that essentially cap the millage rate at 4.731 mills, declines in revenue cannot be offset by increasing the millage rate. This poses a particular challenge when developing the budget each year.

To "get the most bang for each buck," staff and citizen representatives teamed up to create the City's first Strategic Plan. Adopted in June 2011, this three-year plan provides the framework of how best to use the City's funds to address the priorities of the key stakeholders in the community. The budget for fiscal year 2012 incorporates several initiatives that provide the platform for future strategies identified in the Plan, such as a citizen's survey, the City's first Newcomer's Guide and the creation of form-based zoning code and transfer of development rights regulations.

One of the unlikely advantages the City of Milton has had during the ongoing recession is that it is only five years old and has always operated through lean times. Innovative thinking is something that City leaders and staff have done since the beginning. Cost-saving measures, such as intergovernmental agreements for IT and GIS services, as well as partnerships with private companies to perform street maintenance, have been employed to provide a level of service that the citizens deserve. These cost-saving measures, in addition to conservative spending, have grown the fund balance to a little over $8 million. A portion of the fund balance (roughly $3 million) must be maintained to cover possible shortfalls in the future, but the remaining funds can be utilized for capital projects. In fiscal year 2012, $1,298,871 of the fund balance has been assigned to the Capital Projects Fund for pavement management and the Cogburn Rd/Hopewell Rd/Francis Rd intersection improvement project.

In light of the economic challenges and its impact on City resources, the fiscal year 2012 budget was compiled in line with the guiding principles of conservative spending while providing the best level of service possible for the citizens.

## REQUESTS FOR INFORMATION

This financial report is designed to provide a general overview of the City of Milton's finances. Questions concerning any of the information provided in this report or requests for additional financial information should be addressed to:

**Finance Department**
City of Milton
13000 Deerfield Pkwy, Ste 107G
Milton, GA 30004
or by calling **678-242-2500**

# Basic Financial Statements



# CITY OF MILTON, GEORGIA

## STATEMENT OF NET ASSETS
## SEPTEMBER 30, 2011

| | Primary Government |
|---|---|
| | Governmental Activities |
| **ASSETS** | |
| Cash and cash equivalents | $ 9,744,037 |
| Accounts receivable | 1,719,087 |
| Taxes receivable | 8,255,335 |
| Due from other governments | 136,715 |
| Prepaids | 338,932 |
| Capital assets: | |
| Nondepreciable | 6,511,932 |
| Depreciable, net of accumulated depreciation | 33,225,463 |
| Total assets | 59,931,501 |
| **LIABILITIES** | |
| Accounts payable | 1,710,385 |
| Accrued liabilities | 423,297 |
| Deposits payable | 610,764 |
| Compensated absences, due within one year | 439,440 |
| Notes payable, due within one year | 768,348 |
| Notes payable, due in more than one year | 339,504 |
| Total liabilities | 4,291,738 |
| **NET ASSETS** | |
| Invested in capital assets, net of related debt | 38,629,543 |
| Restricted for public safety | 694,091 |
| Unrestricted | 16,316,129 |
| Total net assets | $ 55,639,763 |

**The accompanying notes are an integral part of these financial statements.**

# CITY OF MILTON, GEORGIA

## STATEMENT OF ACTIVITIES
## FOR THE YEAR ENDED SEPTEMBER 30, 2011

| Functions/Programs | Expenses | Program Revenues: Charges for Services | Program Revenues: Operating Grants and Contributions | Program Revenues: Capital Grants and Contributions | Net (Expenses) Revenues and Changes in Net Assets: Governmental Activities |
|---|---|---|---|---|---|
| **Primary government:** | | | | | |
| Governmental activities: | | | | | |
| General government | $ 3,508,809 | $ 298,955 | $ - | $ - | $ (3,209,854) |
| Judicial | 207,085 | 431,401 | - | - | 224,316 |
| Public safety | 7,587,661 | 920,433 | 60,573 | - | (6,606,655) |
| Public works | 5,489,730 | 106,502 | - | 1,541,878 | (3,841,350) |
| Culture and recreation | 404,151 | 48,988 | 18,811 | - | (336,352) |
| Housing and development | 763,205 | 388,345 | - | - | (374,860) |
| Interest on long-term debt | 46,083 | - | - | - | (46,083) |
| Total governmental activities | 18,006,724 | 2,194,624 | 79,384 | 1,541,878 | (14,190,838) |
| Total primary government | $ 18,006,724 | $ 2,194,624 | $ 79,384 | $ 1,541,878 | (14,190,838) |
| General revenues: | | | | | |
| Property taxes | | | | | 9,249,681 |
| Sales taxes | | | | | 4,056,666 |
| Hotel/Motel taxes | | | | | 49,294 |
| Franchise taxes | | | | | 1,993,830 |
| Business taxes | | | | | 2,146,711 |
| Unrestricted investment earnings | | | | | 36,410 |
| Miscellaneous revenues | | | | | 144,348 |
| Total general revenues | | | | | 17,676,940 |
| Change in net assets | | | | | 3,486,102 |
| Net assets, beginning of year | | | | | 52,153,661 |
| Net assets, end of year | | | | | $ 55,639,763 |

**The accompanying notes are an integral part of these financial statements.**

## CITY OF MILTON, GEORGIA

### BALANCE SHEET
### GOVERNMENTAL FUNDS
### SEPTEMBER 30, 2011

| ASSETS | General Fund | Capital Projects Fund | Nonmajor Governmental Funds | Total Governmental Funds |
|---|---|---|---|---|
| Cash and cash equivalents | $ 1,168,577 | $ 7,077,349 | $ 1,498,111 | $ 9,744,037 |
| Accounts receivable | 1,552,440 | 42,791 | 123,856 | 1,719,087 |
| Taxes receivable | 8,251,213 | - | 4,122 | 8,255,335 |
| Intergovernmental receivable | - | - | 136,715 | 136,715 |
| Due from other funds | 10,193 | - | - | 10,193 |
| Prepaids | 337,536 | 1,396 | - | 338,932 |
| Total assets | $ 11,319,959 | $ 7,121,536 | $ 1,762,804 | $ 20,204,299 |
| **LIABILITIES** | | | | |
| Accounts payable | $ 356,638 | $ 1,312,269 | $ 41,478 | $ 1,710,385 |
| Accrued liabilities | 391,589 | - | 1,624 | 393,213 |
| Due to other funds | - | - | 10,193 | 10,193 |
| Deposits payable | 610,764 | - | - | 610,764 |
| Deferred revenue | 265,340 | - | 47,751 | 313,091 |
| Total liabilities | 1,624,331 | 1,312,269 | 101,046 | 3,037,646 |
| **FUND BALANCES** | | | | |
| Fund balances: | | | | |
| Nonspendable: | | | | |
| Prepaids | 337,536 | 1,396 | - | 338,932 |
| Restricted: | | | | |
| Public safety | - | - | 694,091 | 694,091 |
| Assigned: | | | | |
| Fiscal year 2012 budget | 1,298,871 | - | - | 1,298,871 |
| Public safety | - | - | 10,671 | 10,671 |
| Capital projects | - | 5,807,871 | 956,996 | 6,764,867 |
| Unassigned | 8,059,221 | - | - | 8,059,221 |
| Total fund balances | 9,695,628 | 5,809,267 | 1,661,758 | 17,166,653 |
| Total liabilities and fund balances | $ 11,319,959 | $ 7,121,536 | $ 1,762,804 | |
| 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. | | | | 39,737,395 |
| Long-term liabilities are not due and payable in the current period and, therefore, are not reported in the funds. | | | | (1,577,376) |
| Some revenues are not available in the current period and, therefore, are deferred in the funds. | | | | 313,091 |
| Net assets of governmental activities | | | | $ 55,639,763 |

**The accompanying notes are an integral part of these statements.**

## CITY OF MILTON, GEORGIA

### STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCES GOVERNMENTAL FUNDS FOR THE YEAR ENDED SEPTEMBER 30, 2011

| | General Fund | Capital Projects Fund | Nonmajor Governmental Funds | Total Governmental Funds |
|---|---|---|---|---|
| **Revenues:** | | | | |
| Property taxes | $ 10,344,474 | $ - | $ - | $ 10,344,474 |
| Sales taxes | 4,002,244 | - | - | 4,002,244 |
| Hotel/Motel taxes | - | - | 49,294 | 49,294 |
| Franchise taxes | 1,925,622 | 68,208 | - | 1,993,830 |
| Business taxes | 2,146,711 | - | - | 2,146,711 |
| Licenses and permits | 388,345 | - | - | 388,345 |
| Charges for services | 400,898 | 107,689 | 789,068 | 1,297,655 |
| Fines and forfeitures | 431,401 | - | 81,919 | 513,320 |
| Intergovernmental | - | - | 718,594 | 718,594 |
| Contributions | 18,811 | - | - | 18,811 |
| Interest earned | 23,285 | 10,526 | 2,599 | 36,410 |
| Miscellaneous | 119,818 | 24,530 | - | 144,348 |
| Total revenues | 19,801,609 | 210,953 | 1,641,474 | 21,654,036 |
| **Expenditures:** | | | | |
| Current: | | | | |
| General government | 2,774,434 | - | - | 2,774,434 |
| Judicial | 207,261 | - | - | 207,261 |
| Public safety | 6,493,765 | 49,088 | 654,782 | 7,197,635 |
| Public works | 1,323,860 | 3,144,137 | 731,630 | 5,199,627 |
| Culture and recreation | 354,757 | 243,856 | - | 598,613 |
| Housing and development | 699,316 | 30,872 | 11,000 | 741,188 |
| Capital outlay | - | 1,843,827 | - | 1,843,827 |
| Debt service: | | | | |
| Principal | 662,622 | - | - | 662,622 |
| Interest | 53,921 | - | - | 53,921 |
| Total expenditures | 12,569,936 | 5,311,780 | 1,397,412 | 19,279,128 |
| Excess (deficiency) of revenues over expenditures | 7,231,673 | (5,100,827) | 244,062 | 2,374,908 |
| **Other financing sources (uses):** | | | | |
| Transfers in | 49,377 | 5,161,098 | 314,528 | 5,525,003 |
| Transfers out | (5,475,626) | - | (49,377) | (5,525,003) |
| Total other financing sources (uses) | (5,426,249) | 5,161,098 | 265,151 | - |
| Net change in fund balances | 1,805,424 | 60,271 | 509,213 | 2,374,908 |
| **Fund balances, beginning of year, restated** | 7,890,204 | 5,748,996 | 1,152,545 | 14,791,745 |
| **Fund balances, end of year** | $ 9,695,628 | $ 5,809,267 | $ 1,661,758 | $ 17,166,653 |

**The accompanying notes are an integral part of these financial statements.**

# CITY OF MILTON, GEORGIA

## RECONCILIATION OF THE STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCES OF GOVERNMENTAL FUNDS TO THE STATEMENT OF ACTIVITIES FOR THE YEAR ENDED SEPTEMBER 30, 2011

| | | |
|---|---|---|
| Amounts reported for governmental activities in the statement of activities are different because: | | |
| Net change in fund balances - total governmental funds | $ | 2,374,908 |
| 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 and reported as depreciation expense. This is the amount by which capital outlays exceeded depreciation expense in the current period. | | 1,304,720 |
| The net effect of various miscellaneous transactions involving capital assets (i.e. donations and disposals) is to increase net assets. | | 163,727 |
| Revenues in the statement of activities that do not provide current financial resources are not reported as revenues in the funds. | | (1,149,757) |
| The issuance of long-term debt provides current financial resources to governmental funds, while the repayment of the principal of long-term debt consumes the current financial resources of governmental funds. Neither transaction, however, has any effect on net assets. For the current year, this amount represents the payments made on the City's outstanding notes payable. | | 662,622 |
| 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. | | 129,882 |
| Change in net assets - governmental activities | $ | 3,486,102 |

**The accompanying notes are an integral part of these financial statements.**

# CITY OF MILTON, GEORGIA

## STATEMENT OF FIDUCIARY ASSETS AND LIABILITIES
## AGENCY FUND
## SEPTEMBER 30, 2011

| | Municipal Court Fund |
|---|---|
| **ASSETS** | |
| Cash | $ 108,555 |
| Total assets | $ 108,555 |
| **LIABILITIES** | |
| Due to others | $ 108,555 |
| Total liabilities | $ 108,555 |

**The accompanying notes are an integral part of these financial statements.**

# Notes to Financial Statements



# CITY OF MILTON, GEORGIA

## NOTES TO FINANCIAL STATEMENTS
## SEPTEMBER 30, 2011

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## NOTE 1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

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

### A. Reporting Entity

The City, which was incorporated in 2006, operates under a charter adopted December 1, 2006, as a municipal corporation governed by an elected mayor and a six-member council. The government provides such services as police protection, fire and rescue services, cultural and recreational activities, housing and development and public works.

### B. Government-wide and Fund Financial Statements

The government-wide financial statements (i.e., the statement of net assets and the statement of activities) report information on all of the non-fiduciary activities of the primary government. The statement of net assets includes non-current assets and non-current liabilities. In addition, the government-wide statement of activities reflects depreciation expense on the City's capital assets. As a general rule, the effect of interfund activity has been eliminated from the government-wide financial statements.

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

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

## NOTE 1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

### C. Measurement Focus, Basis of Accounting and Financial Statement Presentation

The government-wide financial statements are reported using the economic resources measurement focus and the accrual basis of accounting, as are the fiduciary fund financial statements. Agency funds have no measurement focus; however, they use the accrual basis of accounting to recognize assets and liabilities. Revenues are recorded when earned and expenses are recorded when a liability is incurred, regardless of the timing of the related cash flows. Property taxes are recognized as revenues in the year for which they are levied. Grants and similar items are recognized as revenue as soon as all eligibility requirements imposed by the provider have been met.

Governmental fund financial statements are reported using the current financial resources measurement focus and the modified accrual basis of accounting. Revenues are recognized as soon as they are both measurable and available. Revenues are considered to be available when they are collectible within the current period or soon enough thereafter to pay liabilities of the current period. For this purpose, the City considers revenues to be available if they are collected within 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, sales taxes, intergovernmental grants, and investment income associated with the current fiscal period are all considered to be susceptible to accrual and so have been recognized as revenues of the current fiscal period. All other revenue items are considered to be measurable and available only when cash is received by the City.

In accordance with GASB Statement No. 33, “Accounting and Financial Reporting for Non-exchange Transactions,” the corresponding assets (receivables) in non-exchange transactions are recognized in the period in which the underlying exchange occurs, when an enforceable legal claim has arisen, when all eligibility requirements have been met, or when resources are received, depending on the revenue source.

## NOTE 1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

### C. Measurement Focus, Basis of Accounting and Financial Statement Presentation (Continued)

In accordance with GASB Statement No. 34, major individual governmental funds are reported as separate columns in the fund financial statements.

The City reports the following major governmental funds:

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

The **capital projects fund** is used to account for the capital expenditures made by the City on long-term projects.

Additionally, the City reports the following fund type:

The **agency fund** is used to account for the collection and disbursement of monies by the City's Municipal Court on behalf of other individuals or entities.

### D. Encumbrances

The City employed encumbrance accounting during the year. Encumbrances, if existing at the end of the fiscal year, are recorded and appropriations lapse at year end. Open encumbrances would then be a commitment or an assignment of fund balance since the commitments would be honored in subsequent years. Encumbrances do not constitute expenditures or liabilities. There were no encumbrances outstanding at September 30, 2011, and none were recorded.

### E. Budgets

Formal budgetary accounting is employed as a management control device for the general fund, special revenue funds, and capital projects funds of the City. The governmental funds' budgets are adopted on a basis consistent with accounting principals generally accepted in the United States of America. Annual operating budgets are adopted each fiscal year through passage of an annual budget ordinance and amended as required for all governmental funds, with the exception of capital projects funds for which project length budgets are adopted. During the fiscal year ended September 30, 2011, the original budget was amended through supplemental appropriations. These changes are reflected in the budgetary comparison schedules.

All unencumbered budget appropriations lapse at the end of each year.

## NOTE 1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

### F. Cash and Investments

Georgia statutes authorize the City to invest in the following: (1) obligations of Georgia or any other state; (2) obligations of the United States; (3) obligations fully insured or guaranteed by the United States government or one of its agencies; (4) obligations of any corporation of the United States government; (5) prime bankers' acceptances; (6) the State of Georgia local government investment pool; (7) repurchase agreements; and (8) obligations of any other political subdivisions of the State of Georgia. Any investment or deposit in excess of the federal depository insured amounts must be collateralized by an equivalent amount of state or U.S. obligations.

Cash includes amounts in demand deposits as well as short-term investments with a maturity date within three months of the date acquired by the City. The City pools cash resources of its various funds in order to facilitate the management of cash. Cash applicable to a particular fund is readily identifiable. The balance in the pooled cash accounts is available to meet current operating requirements.

### G. Receivables

All receivables are reported at their gross value and, where appropriate, are reduced by the estimated portion that is expected to be uncollectible.

### H. Interfund Receivables and Payables

Activity between funds that is representative of lending/borrowing arrangements outstanding at the end of the fiscal year as well as all other outstanding balances between funds are reported as "due to/from other funds."

### I. Prepaid Items

Payments made to vendors for services that will benefit periods beyond September 30, 2011, are accounted for using the consumption method and recorded as prepaid items in both government-wide and fund financial statements.

## NOTE 1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

### J. Capital Assets

Capital assets, which include buildings, improvements, machinery and equipment, and infrastructure assets, are reported in the government-wide financial statements. Capital assets are defined by the City as assets with an initial, individual cost of more than $10,000 and an estimated useful life in excess of three years. Such assets are recorded at historical cost or estimated historical cost if purchased or constructed. The City has reported all infrastructure which it currently owns and has a responsibility for maintaining. Donated capital assets are recorded at estimated fair market value at the date of donation.

The cost of normal maintenance and repairs that do not add to the value of the asset or materially extend assets' lives is not capitalized.

Capital assets of the City are depreciated using the straight line method over the following useful lives:

| | |
|---|---|
| Buildings | 20-40 years |
| Vehicles, Equipment, and Other | 5-12 years |
| Infrastructure | 15-60 years |

Fully depreciated assets still in service are carried in the capital asset accounts.

### K. Compensated Absences

It is the City's policy to permit employees to accumulate earned but unused vacation and sick pay benefits. There is no liability for non-vesting accumulated rights to receive sick pay benefits since the City does not have a policy to pay any amounts when employees separate from service with the City. All vacation pay is accrued when incurred in the government-wide financial statements. A liability for these amounts is reported in the governmental funds only if they have matured, for example, as a result of employee resignations and retirements.

### L. Long-Term Obligations

In the government-wide financial statements, long-term debt and other long-term obligations are reported as liabilities in the statement of net assets.

In the fund financial statements, governmental fund types recognize the face amount of the debt issued as other financing sources and the repayment of debt as debt service expenditures.

## NOTE 1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

### M. Fund Equity and Net Assets

The City implemented GASB Statement No. 54, *Fund Balance Reporting and Governmental Fund Type Definitions*, as of October 1, 2010. This new standard changed the overall definitions and classifications of governmental fund balances.

Fund equity at the governmental fund financial reporting level is classified as "fund balance." Fund equity for all other reporting is classified as "net assets."

**Fund Balance** – Generally, fund balance represents the difference between the assets and liabilities under the current financial resources management focus of accounting. In the fund financial statements, governmental funds report fund balance classifications that comprise a hierarchy based primarily on the extent to which the City is bound to honor constraints on the specific purpose for which amounts in those funds can be spent.

Fund balances are classified as follows:

*Nonspendable* – Fund balances are reported as nonspendable when amounts cannot be spent because they are either (a) not in spendable form (i.e., items that are not expected to be converted to cash) or (b) legally or contractually required to be maintained intact.

*Restricted* – Fund balances are reported as restricted when they include amounts that can be spent only for the specific purposes stipulated by the constitution, external resource providers, or through enabling legislation.

*Committed* – Fund balances are reported as committed when they include amounts that can be used only for the specific purposes determined by a formal action of the City Council. Commitments will only be used for specific purposes pursuant to a formal action of the City Council. A majority vote is required to approve or remove a commitment.

*Assigned* – Fund balances are reported as assigned when they include amounts intended to be used by the City for specific purposes but do not meet the criteria to be classified as restricted or committed. In governmental funds other than the general fund, assigned fund balance represents the remaining amount that is not restricted or committed. The City Council has delegated the Finance Director the authority to assign amounts to be used for specific purposes.

*Unassigned* – Fund balances are reported as unassigned as the residual classification for the City's general fund and includes all spendable amounts not contained in the other classifications. The City will maintain a minimum unassigned fund balance in its General Fund of 16% of the subsequent year's budgeted expenditures and outgoing transfers.

## NOTE 1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

### M. Fund Equity and Net Assets (Continued)

**Flow Assumptions** – When both restricted and unrestricted amounts of fund balance are available for use for expenditures incurred, it is the City's policy to use restricted amounts first and then unrestricted amounts as they are needed. For unrestricted amounts of fund balance, it is the City's policy to use fund balance in the following order: (1) Committed, (2) Assigned, (3) Unassigned.

**Net Assets** – Net assets represent the difference between assets and liabilities in reporting which utilizes the economic resources measurement focus. Net assets invested in capital assets, net of related debt, consists of capital assets, net of accumulated depreciation, reduced by the outstanding balances of any borrowing used (i.e., the amount that the City has spent) for the acquisition, construction or improvement of those assets. Net assets are reported as restricted using the same definition as used for restricted fund balance as described in the section above. All other net assets are reported as unrestricted.

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

### N. Use of Estimates

The preparation of financial statements in conformity with accounting principles generally accepted in the United States of America requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities, the disclosure of contingent assets and liabilities at the date of the financial statements, and the reported amounts of revenues and expenses during the reporting period. Actual results could differ from those estimates.

## NOTE 2. RECONCILIATION OF GOVERNMENT-WIDE FINANCIAL STATEMENTS AND FUND FINANCIAL STATEMENTS

### A. Explanation of Certain Differences Between the Governmental Fund Balance Sheet and the Government-wide Statement of Net Assets

The governmental fund balance sheet includes a reconciliation between fund balance – total governmental funds and net assets – governmental activities as reported in the government-wide statement of net assets. One element of that reconciliation explains that "long-term liabilities are not due and payable in the current period and therefore are not reported in the funds." The details of this $1,577,376 difference are as follows:

| | | |
|---|---|---|
| Notes payable | $ | (1,107,852) |
| Compensated absences (i.e., vacation) | | (439,440) |
| Accrued interest | | (30,084) |
| Net adjustment to reduce *fund balance - total governmental funds* to arrive at *net assets - governmental activities* | $ | (1,577,376) |

### B. Explanation of Certain Differences Between the Governmental Fund Statement of Revenues, Expenditures, and Changes in Fund Balances and the Government-wide Statement of Activities

The governmental fund statement of revenues, expenditures, and changes in fund balances includes a reconciliation between net change in fund balances – total governmental funds and change in net assets of governmental activities as reported in the government-wide statement of activities. One element of that reconciliation explains that "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 and reported as depreciation expense." The details of this $1,304,720 difference are as follows:

| | | |
|---|---|---|
| Capital outlay | $ | 2,652,336 |
| Depreciation expense | | (1,347,616) |
| Net adjustment to increase *net change in fund balances - total governmental funds* to arrive at *change in net assets - governmental activities* | $ | 1,304,720 |

## NOTE 2. RECONCILIATION OF GOVERNMENT-WIDE FINANCIAL STATEMENTS AND FUND FINANCIAL STATEMENTS (CONTINUED)

### B. Explanation of Certain Differences Between the Governmental Fund Statement of Revenues, Expenditures, and Changes in Fund Balances and the Government-wide Statement of Activities (Continued)

Another element of that reconciliation states that "the net effect of various miscellaneous transactions involving capital assets (i.e. donations and disposals) is to increase net assets." The details of this $163,727 difference are as follows:

| | | |
|---|---|---|
| Donations of capital assets increase net assets in the statement of activities, but do not appear in the governmental funds because they are not financial resources. | $ | 887,084 |
| In the statement of activities, the loss on the disposal of capital assets is included with general government expenses. However, in the governmental funds, the proceeds from the sale increase financial resources. Thus, the change in net assets differs from the change in fund balance by the net book value of the capital assets sold. | | (723,357) |
| Net adjustment to increase *net changes in fund balances - total governmental funds* to arrive at *changes in net assets of governmental activities* | $ | 163,727 |

Another element of the reconciliation states that "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." The details of this $129,882 difference are as follows:

| | | |
|---|---|---|
| Compensated absences (i.e., vacation) | $ | 20,581 |
| Claims payable | | 101,463 |
| Accrued interest | | 7,838 |
| Net adjustment to increase *net change in fund balances - total governmental funds* to arrive at *change in net assets - governmental activities* | $ | 129,882 |

## NOTE 3. LEGAL COMPLIANCE – BUDGETS

The budget is officially adopted by the governing body prior to the beginning of its fiscal year, or a resolution authorizing the continuation of necessary and essential expenditures to operate the City will be adopted. The legal level of budgetary control (i.e., the level at which expenditures may not legally exceed appropriations) is the department level, within the fund.

Transfers of appropriations within a department budget or within a non-departmental expenditure category require only the approval of the Finance Director and the City Manager. Increases in appropriations in a departmental budget or in a non-departmental expenditure category, require approval of the governing body in the form of amendments to the budget resolution.

## NOTE 4. DEPOSITS

Total deposits as of September 30, 2011 are summarized as follows:

| | | |
|---|---|---|
| Statement of Net Assets: | | |
| Cash and cash equivalents | $ | 9,744,037 |
| Statement of Fiduciary Assets and Liabilities: | | |
| Cash - Agency fund | | 108,555 |
| | $ | 9,852,592 |
| Cash deposited with financial institutions | $ | 9,018,842 |
| Local government investment pool - Georgia Fund 1 | | 833,750 |
| Total cash and cash equivalents | $ | 9,852,592 |

**Custodial Credit Risk – Deposits:** Custodial credit risk for deposits is the risk that, in the event of the failure of a depository financial institution, a government will not be able to recover deposits or will not be able to recover collateral securities that are in the possession of an outside party. State statutes require all deposits and investments (other than federal or state government instruments) to be collateralized by depository insurance, obligations of the U.S. government, or bonds of public authorities, counties, or municipalities. As of September 30, 2011, all of the City's bank balances were adequately insured and collateralized as defined by GASB and State statutes.

## NOTE 4. DEPOSITS (CONTINUED)

**Georgia Fund 1:** The local government investment pool, "Georgia Fund 1," created by OCGA 36-83-8, is a stable net asset value investment pool, which follows Standard and Poor's criteria for AAAm rated money market funds and is regulated by the Office of the State Treasurer of the State of Georgia. However, Georgia Fund 1 operates in a manner consistent with Rule 2a-7 of the Investment Company Act of 1940 and is considered to be a 2a-7 like pool. The pool is not registered with the SEC as an investment company. The pool's primary objectives are safety of capital, investment income, liquidity and diversification while maintaining principal ($1 per share value). Net asset value is calculated weekly to ensure stability. As of September 30, 2011, the weighted-average maturity of the pool was 58 days. The pool distributes earnings (net of management fees) on a monthly basis and determines participant's shares sold and redeemed based on $1 per share. As of September 30, 2011, the City considers amounts held in Georgia Fund 1 as cash equivalents for financial statement presentation.

## NOTE 5. RECEIVABLES

Property taxes are levied on property values assessed as of January 1. Tax notices are mailed on or about September 1 of each year based on the assessed value of property as listed on January 1 and are due 60 days following the billing date. The billings are considered past due if the payment is not rendered within the 60 day period after the respective tax billing date, at which time penalties and interest are assessed. Delinquent taxes subject the property to lien. Property taxes are recorded as receivables and deferred revenues when assessed. Revenues are recognized when available.

Receivables at September 30, 2011, for the City's individual major funds and aggregate nonmajor funds, including any applicable allowances for uncollectible accounts are as follows:

| | General | Capital Projects | Nonmajor Governmental |
|---|---|---|---|
| Receivables: | | | |
| Accounts | $ 1,552,440 | $ 42,791 | $ 123,856 |
| Taxes | 8,451,768 | - | 4,122 |
| Intergovernmental | - | - | 136,715 |
| Total receivables | 10,004,208 | 42,791 | 264,693 |
| Less allowance for uncollectible | 200,555 | - | - |
| Net total receivable | $ 9,803,653 | $ 42,791 | $ 264,693 |

## NOTE 6. CAPITAL ASSETS

Capital asset activity for the City for the year ended September 30, 2011 is as follows:

| | Beginning Balance | Increases | Decreases | Ending Balance |
|---|---|---|---|---|
| **Governmental activities:** | | | | |
| Nondepreciable capital assets | | | | |
| Land | $ 3,869,061 | $ 1,666,000 | $ (697,548) | $ 4,837,513 |
| Construction in progress | 1,097,000 | 577,419 | - | 1,674,419 |
| Total | 4,966,061 | 2,243,419 | (697,548) | 6,511,932 |
| Capital assets, being depreciated: | | | | |
| Buildings | 308,077 | 270,344 | (45,426) | 532,995 |
| Infrastructure | 33,637,904 | 887,084 | - | 34,524,988 |
| Vehicles, equipment, and other | 3,928,348 | 138,573 | (8,732) | 4,058,189 |
| Total | 37,874,329 | 1,296,001 | (54,158) | 39,116,172 |
| Less accumulated depreciation for: | | | | |
| Buildings | (68,870) | (17,287) | 28,349 | (57,808) |
| Infrastructure | (3,335,716) | (864,985) | - | (4,200,701) |
| Vehicles, equipment, and other | (1,166,856) | (465,344) | - | (1,632,200) |
| Total | (4,571,442) | (1,347,616) | 28,349 | (5,890,709) |
| Total capital assets being depreciated, net | 33,302,887 | (51,615) | (25,809) | 33,225,463 |
| Governmental activities capital assets, net | $ 38,268,948 | $ 2,191,804 | $ (723,357) | $ 39,737,395 |

Depreciation expense was charged to functions/programs of the City as follows:

| | |
|---|---|
| Governmental activities: | |
| General government | $ 13,310 |
| Public safety | 428,666 |
| Public works | 878,710 |
| Culture and recreation | 3,800 |
| Housing and development | 23,130 |
| Total depreciation expense - governmental activities | $ 1,347,616 |

## NOTE 7. LONG-TERM DEBT

### Notes Payable

In February 2007, the City entered into an agreement through a financial institution to borrow $3,169,794 for the purchase of vehicles and equipment for the police department. Annual payments of $709,394, including interest at a rate of 3.99%, began in January 2008 and will continue through January 2012.

In December 2009, the City entered into an agreement through a financial institution to borrow $20,500 for the purchase of a vehicle for the police department. Annual payments of $7,147, including interest at a rate of 3.90%, began in February 2010 and will continue through February 2012.

In August 2010, the City entered into an agreement through a financial institution to borrow $418,798 for the purchase of a vehicle and related equipment for the fire department. Annual payments of $90,768, including interest at a rate of 2.74%, begin in October 2011 and will continue through October 2016.

The debt service requirements to maturity are as follows:

| Fiscal year ending September 30, | Principal | Interest | Total |
|---|---|---|---|
| 2012 | $ 768,348 | $ 38,962 | $ 807,310 |
| 2013 | 81,466 | 9,302 | 90,768 |
| 2014 | 83,698 | 7,070 | 90,768 |
| 2015 | 85,992 | 4,776 | 90,768 |
| 2016 | 88,348 | 2,420 | 90,768 |
| | $ 1,107,852 | $ 62,530 | $ 1,170,382 |

## NOTE 7. LONG-TERM DEBT (CONTINUED)

### Changes in Long-Term Liabilities

The following is a summary of long-term debt activity of the City for the year ended September 30, 2011:

| | Beginning Balance | Additions | Reductions | Ending Balance | Due Within One Year |
|---|---|---|---|---|---|
| **Governmental activities:** | | | | | |
| Notes payable | $ 1,770,474 | $ - | $ (662,622) | $ 1,107,852 | $ 768,348 |
| Claims and judgments payable | 101,463 | - | (101,463) | - | - |
| Compensated absences | 460,021 | 822,550 | (843,131) | 439,440 | 439,440 |
| Governmental activities Long-term liabilities | $ 2,331,958 | $ 822,550 | $ (1,607,216) | $ 1,547,292 | $ 1,207,788 |

Compensated absences and claims and judgments are generally liquidated by the General Fund. The City has reported 100% of the compensated absence liability as due in one year, as the City continues to grow and expects employees to use earned vacation within one year.

## NOTE 8. INTERFUND RECEIVABLES, PAYABLES AND TRANSFERS

The composition of interfund balances as of September 30, 2011 is as follows:

| Receivable Entity | Payable Entity | Amount |
|---|---|---|
| General Fund | Nonmajor governmental funds | $ 10,193 |

All interfund balances resulted from the time lag between the dates that (1) interfund goods and services are provided or reimbursable expenditures occur, (2) transactions are recorded in the accounting system, and (3) payments between funds are made.

## NOTE 8. INTERFUND RECEIVABLES, PAYABLES AND TRANSFERS (CONTINUED)

Interfund transfers:

| Transfers In | Transfers Out | Amount |
|---|---|---|
| Capital Projects Fund | General Fund | $ 5,161,098 |
| Nonmajor governmental funds | General Fund | 314,528 |
| General Fund | Nonmajor governmental funds | 49,377 |
| | | $ 5,525,003 |

Transfers are used to (1) move revenues from the fund that statute or budget requires to collect them to the fund that statute or budget requires to expend them and (2) use unrestricted revenues collected in the general fund to finance various programs accounted for in other funds in accordance with budgetary authorizations.

## NOTE 9. COMMITMENTS AND CONTINGENT LIABILITIES

### Contractual Commitments

For the fiscal year ended September 30, 2011, the City has contractual commitments on uncompleted contracts were $2,073,236 primarily for road paving and intersection and drainage improvements.

### Litigation

The City is a defendant in various lawsuits. Although the outcome of these lawsuits is not presently determinable, in the opinion of management and legal counsel, the resolution of these matters will not have a material adverse effect on the financial condition of the City.

## NOTE 10. DEFINED BENEFIT PENSION PLAN

### Plan Description

The City, as authorized by the City Council, has established a defined benefit pension plan (The City of Milton Retirement Plan) covering all full-time employees. The City's pension plan is affiliated with the Georgia Municipal Employee Benefit System (GMEBS), an agent multiple-employer pension plan administered by the Georgia Municipal Association. Contributions made by the City are commingled with contributions made by other members of GMEBS for investment purposes. The City does not own any securities on its own. Investment income from the securities is allocated on a pro rata basis. The Georgia Municipal Association issues a publicly available financial report that includes financial statements and required supplementary information for GMEBS. That report may be obtained by writing to Georgia Municipal Association, Risk Management and Employee Benefit Services, 201 Pryor Street, NW, Atlanta, Georgia 30303 or by calling (404) 688-0472.

## NOTE 10. DEFINED BENEFIT PENSION PLAN (CONTINUED)

**Plan Description (continued)**

As provided by state law, benefit provisions for participants in GMEBS are established by the respective employers. As authorized by City Council, the plan provides pension benefits and death and disability benefits for plan members and beneficiaries. All employees, excluding elected officials, who work thirty-five hours or more per week, are eligible to participate after one year. Benefits vest after seven years of service. A City employee may retire at age 65 with seven years of service. The benefit is calculated based on total years of service and a 2.75% multiplier times their final average earnings for the 5 highest consecutive years of service. An employee may elect early retirement at age 55 at a reduced benefit provided they have 10 years of service.

At January 1, 2011, the date of the most recent actuarial valuation, there were 107 active participants.

**Funding Policy**

The Plan is subject to minimum funding standards of the Georgia Public Retirement Systems Standards law. The Board of Trustees of GMEBS has adopted a recommended actuarial funding policy for the plan which meets state minimum requirements and will accumulate sufficient funds to provide the benefits under the plan. The funding policy for the plan is to contribute an amount equal to or greater than the recommended contribution described below. For 2011, the actuarially determined contribution rate was 3.87% of covered payroll.

For 2011, the City's recommended contribution and annual pension cost was $150,660. Actual contributions totaled $150,660. The recommended contribution was determined as part of the January 1, 2010 actuarial valuation using the projected unit credit actuarial cost method. Actuarial assumptions include an 7.75% rate of return on investments and projected salary increases of 3.5%. The period, and related method, for amortizing the initial unfunded actuarial accrued liability is 30 years from 2008, and current changes in the unfunded actuarial accrued liability over 15 years for actuarial gains and losses, 20 years for plan provision, and 30 years for actuarial assumptions and cost methods as a level dollar amount. These amortization periods are closed for this plan year. The actuarial value of the plan assets was determined using techniques that smooth the effects of short-term volatility in the market value of investments over the Plan's life to date. Employees are required to contribute 3.00% of their compensation to the Plan.

## NOTE 10. DEFINED BENEFIT PENSION PLAN (CONTINUED)

The following is a schedule of funding progress:

| Actuarial Valuation Date | (a) Actuarial Value of Assets | (b) Actuarial Accrued Liability (AAL) | (b-a) Unfunded Actuarial Accrued Liability (UAAL) | (a/b) Funded Ratio | (c) Covered Payroll | [(b-a)/c] UAAL as a Percentage of Covered Payroll |
|---|---|---|---|---|---|---|
| 1/1/2011 | $ 820,976 | $ 1,100,920 | $ 279,944 | 74.6 % | $ 5,480,332 | 5.1 % |

The required schedule of funding progress immediately following the notes to the financial statements presents multi-year trend information about whether the actuarial value of the plan net assets is increasing or decreasing over time relative to the actuarial accrued liability.

Actuarial valuations involve estimates of the value of reported amounts and assumptions about the probability of events far into the future, and actuarially determined amounts are subject to continual revision as results are compared to past expectations and new estimates are made about the future. Actuarial calculations reflect a long-term perspective. Calculations are based on the substantive plan in effect as of January 1, 2011.

| Fiscal Year Ended September 30, | Annual Pension Cost (APC) | Actual Pension Contribution | Percentage of APC Contributed | Net Pension Asset |
|---|---|---|---|---|
| 2009 | $ 96,578 | $ 96,578 | 100.0 % | $ - |
| 2010 | 114,150 | 114,150 | 100.0 % | - |
| 2011 | 150,660 | 150,660 | 100.0 % | - |

## NOTE 11. DEFINED CONTRIBUTION PENSION PLAN

The City of Milton maintains a single employer defined contribution plan established and administered by the City for all full time employees. The Plan was established by resolution of the City Council and the Plan, including contribution requirements, may also be amended by resolution of the same. At September 30, 2011, there were 131 plan members. The City matches 100% for each dollar of employee contributions up to 3.75% of the employee's salary. Employees are required to contribute 3.75% of their compensation to the Plan. Employees are eligible after one month of employment and are fully vested after three months. For the fiscal year ending September 30, 2011, employer and employee contributions to the Plan were $488,405.

## NOTE 11. DEFINED CONTRIBUTION PENSION PLAN (CONTINUED)

The City of Milton's Internal Revenue Code Section 457 Plan (the "Plan") is a deferred compensation plan and qualifies as a defined contribution plan. The Plan is administered by ICMA-RC for all full time employees. Separate audited financial statements for the Plan are not issued. At September 30, 2011, there were 84 plan members. Employees are not required to contribute to the Plan. Employees may contribute a portion of their gross salary up to the maximum amount allowed by the IRS. The City matches at a rate of 50% of the employee's contribution up to 1% of the employee's salary. For the fiscal year ending September 30, 2011, the contributions to the Plan were $212,659 by the employees and $41,179 by the City.

## NOTE 12. JOINT VENTURE

Under Georgia law, the City, in conjunction with other cities around the Metropolitan Atlanta area, is a member of the Atlanta Regional Commission (ARC) and is required to pay annual dues thereto, which Fulton County has paid on behalf of the City of Milton. Membership in ARC is required by the Official Code of Georgia Annotated (OCGA) Section 50-8-34, which provides for the organization structure of ARC. ARC Board membership includes the chief elected official of each county and municipality of the area. OCGA 50-8-39.1 provides that the member governments are liable for any debts or obligations of the ARC. Separate financial statements may be obtained from ARC, 40 Courtland Street NE, Atlanta, Georgia 30303.

## NOTE 13. HOTEL/MOTEL LODGING TAX

The City has levied a 3% lodging tax. The Official Code of Georgia Annotated 48-13-50 requires that all lodging taxes levied of 5% to be expended or obligated contractually for the promotion of tourism, conventions, or trade shows at a rate equal to or greater than that of the prior year. During the year ended September 30, 2011, the City collected $49,294 in hotel/motel tax revenues, which were transferred to the General Fund and used for the promotion of special events and City operations.

## NOTE 14. 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 joined together with other municipalities in the state as part of the Georgia Interlocal Risk Management Agency Property and Liability Insurance Fund and the Georgia Municipal Association Group Self-Insurance Workers' Compensation Fund, public entity risk pools currently operating as common risk management and insurance programs for member local governments.

## NOTE 14. RISK MANAGEMENT (CONTINUED)

As part of these risk pools, the City is obligated to pay all contributions and assessments as prescribed by the pools, to cooperate with the pool's agents and attorneys, to follow loss reduction procedures established by the funds, and to report as promptly as possible, and in accordance with any coverage descriptions issued, all incidents which could result in the funds being required to pay any claim of loss. The City is also to allow the pool's agents and attorneys to represent the City in investigation, settlement discussions and all levels of litigation arising out of any claim made against the City within the scope of loss protection furnished by the funds.

The funds are to defend and protect the members of the funds against liability or loss as prescribed in the member government contract and in accordance with the workers' compensation law of Georgia. The funds are to pay all cost taxed against members in any legal proceeding defended by the members, all interest accruing after entry of judgment, and all expenses incurred for investigation, negotiation or defense.

Settled claims have not exceeded the coverage in the last three years.

The City carries commercial insurance for other risks of losses. For insured programs, there have been no significant reductions in insurance coverage. Settlement amounts have not exceeded insurance coverage in the last three years.

## NOTE 15. CHANGES IN ACCOUNTING PRINCIPLE

In conjunction with the implementation of Governmental Accounting Standards Board (GASB) Statement No. 54, management of the City has made changes to the governmental funds it reports in its basic financial statements. The changes made during the current reporting period affect beginning fund balance reported in the Statement of Revenues, Expenditures and Changes in Fund Balance. These changes are described further below.

Previously, the Special Events Fund was a separate fund used to account for amounts received and expended for special events throughout the City. With the implementation of GASB Statement No. 54, the Special Events Fund no longer met the definition of a special revenue fund and thus the activities of the fund were consolidated into the General Fund. As a result, the following restatement to beginning fund balance was noted for the General Fund:

| | |
|---|---|
| Fund balance, General Fund, as previously reported | $ 7,846,001 |
| Restatement for consolidation of Special Events Fund | 44,203 |
| Beginning fund balance, General Fund, restated | $ 7,890,204 |

## NOTE 16. PRIOR PERIOD ADJUSTMENT

The City has determined that a restatement of beginning fund balance of the Capital Grant Fund is necessary to properly record deferred revenue for intergovernmental payments which were earned but not available as of September 30, 2010 and were therefore improperly recognized as revenue. This adjustment resulted in changes to the beginning fund balance of the Capital Grant Fund, as follows:

| | Capital Grant Fund |
|---|---|
| Fund balance, as previously reported | $ 829,129 |
| Adjustments to properly defer grant revenues | (27,943) |
| Fund balance, as restated | $ 801,186 |

# Required Supplementary Information



## CITY OF MILTON, GEORGIA

### GENERAL FUND
### SCHEDULE OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCES - BUDGET AND ACTUAL (GAAP BASIS)
### FOR THE YEAR ENDED SEPTEMBER 30, 2011

| | Budget | | | Variance With |
|---|---|---|---|---|
| | Original | Final | Actual | Final Budget |
| **Revenues:** | | | | |
| Property taxes | $ 9,311,691 | $ 9,815,634 | $ 10,344,474 | $ 528,840 |
| Sales taxes | 3,820,000 | 3,915,000 | 4,002,244 | 87,244 |
| Franchise taxes | 1,700,000 | 1,700,000 | 1,925,622 | 225,622 |
| Business taxes | 1,428,000 | 1,446,446 | 2,146,711 | 700,265 |
| Licenses and permits | 263,750 | 365,617 | 388,345 | 22,728 |
| Charges for services | 283,000 | 358,792 | 400,898 | 42,106 |
| Fines and forfeitures | 502,500 | 420,225 | 431,401 | 11,176 |
| Contributions | 10,000 | 12,560 | 18,811 | 6,251 |
| Interest earned | 15,000 | 15,000 | 23,285 | 8,285 |
| Miscellaneous | 38,302 | 117,048 | 119,818 | 2,770 |
| Total revenues | 17,372,243 | 18,166,322 | 19,801,609 | 1,635,287 |
| **Expenditures:** | | | | |
| **Current:** | | | | |
| **General government:** | | | | |
| Mayor and council | 164,912 | 166,912 | 143,207 | 23,705 |
| City manager | 267,343 | 297,343 | 290,327 | 7,016 |
| General administration | 548,694 | 548,694 | 527,587 | 21,107 |
| Finance department | 516,511 | 517,011 | 462,168 | 54,843 |
| Legal services | 240,000 | 240,000 | 195,979 | 44,021 |
| City clerk | 224,741 | 224,741 | 203,138 | 21,603 |
| Information technology | 521,491 | 502,691 | 448,021 | 54,670 |
| Human resources | 238,606 | 238,606 | 218,681 | 19,925 |
| Risk management | 175,621 | 175,621 | 159,036 | 16,585 |
| Public information | 85,371 | 85,371 | 80,257 | 5,114 |
| Buildings and plant | - | 67,782 | 46,033 | 21,749 |
| Total general government | 2,983,290 | 3,064,772 | 2,774,434 | 290,338 |
| **Judicial:** | | | | |
| Municipal court | 226,604 | 226,604 | 207,261 | 19,343 |
| Total judicial | 226,604 | 226,604 | 207,261 | 19,343 |
| **Public safety:** | | | | |
| Police department | 2,522,735 | 2,524,380 | 2,432,095 | 92,285 |
| Fire department | 4,182,653 | 4,172,471 | 3,929,420 | 243,051 |
| EMS operations | 136,881 | 136,881 | 132,250 | 4,631 |
| Total public safety | 6,842,269 | 6,833,732 | 6,493,765 | 339,967 |
| **Public works** | 1,501,430 | 1,509,680 | 1,323,860 | 185,820 |
| **Culture and recreation** | 398,824 | 406,874 | 354,757 | 52,117 |
| **Housing and development** | 652,524 | 703,404 | 699,316 | 4,088 |
| **Debt service:** | | | | |
| Principal | 662,622 | 662,622 | 662,622 | - |
| Interest | 53,921 | 53,921 | 53,921 | - |
| Total debt service | 716,543 | 716,543 | 716,543 | - |
| Total expenditures | 13,321,484 | 13,461,609 | 12,569,936 | 891,673 |
| Excess of revenues over expenditures | 4,050,759 | 4,704,713 | 7,231,673 | 2,526,960 |

**Continued**

## CITY OF MILTON, GEORGIA

### GENERAL FUND
### SCHEDULE OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCES - BUDGET AND ACTUAL (GAAP BASIS)
### FOR THE YEAR ENDED SEPTEMBER 30, 2011

| | Budget | | | Variance With |
|---|---|---|---|---|
| | Original | Final | Actual | Final Budget |
| **Other financing sources (uses):** | | | | |
| Transfers in | 35,000 | 47,000 | 49,377 | 2,377 |
| Transfers out | (3,918,284) | (5,480,808) | (5,475,626) | 5,182 |
| Total other financing sources (uses) | (3,883,284) | (5,433,808) | (5,426,249) | 7,559 |
| Net change in fund balances | 167,475 | (729,095) | 1,805,424 | 2,534,519 |
| Fund balances, beginning of year, restated | 7,890,204 | 7,890,204 | 7,890,204 | - |
| Fund balances, end of year | $ 8,057,679 | $ 7,161,109 | $ 9,695,628 | $ 2,534,519 |

## CITY OF MILTON, GEORGIA

### REQUIRED SUPPLEMENTARY INFORMATION
### RETIREMENT PLAN
### SCHEDULE OF FUNDING PROGRESS

| Actuarial Valuation Date | (a) Actuarial Value of Assets | (b) Actuarial Accrued Liability (AAL) | (b-a) Unfunded Actuarial Accrued Liability (UAAL) | (a/b) Funded Ratio | (c) Covered Payroll | [(b-a)/c] UAAL as a Percentage of Covered Payroll |
|---|---|---|---|---|---|---|
| 1/1/11 | $ 820,976 | $ 1,100,920 | $ 279,944 | 74.6% | $ 5,480,332 | 5.1% |
| 1/1/10 | 518,803 | 643,516 | 124,713 | 80.6% | 3,789,764 | 3.3% |
| 5/1/09 | 321,559 | 417,370 | 95,811 | 77.0% | 3,221,692 | 3.0% |
| 5/1/08 | 177,182 | 222,269 | 45,087 | 79.7% | 2,773,883 | 1.6% |
| 5/1/07 | - | 204,487 | 204,487 | 0.0% | 3,217,000 | 6.4% |

NOTE: See assumptions used for the Schedule of Funding Progress in Note 10 to the financial statements.

# Combining and Individual Fund Statements and Schedules



**Confiscated Assets Fund** – To account for the use of confiscated assets by the City's Police Department.

**Emergency 911 Fund** – To account for the monthly 911 charges to help fund the cost of providing emergency 911 services.

**Operating Grant Fund** – To account for the funds received from external sources as they relate to grants awarded to the City. Matching funds, which are the City's responsibility, are also recorded within this fund. This fund only tracks and accounts for those items relating to the operations of the City.

**Hotel/Motel Tax Fund** – To account for the occupancy tax collected by the City from area hotels and motels, and distributed based upon state statute. The government is currently collecting this tax at a rate of 3%.

**Capital Grant Fund** – To account for capital projects as they relate to proceeds from grants awarded to the City. Matching funds, which are the City's responsibility, are also recorded within this fund.

**CITY OF MILTON, GEORGIA**

**COMBINING BALANCE SHEET**
**NONMAJOR GOVERNMENTAL FUNDS**
**SEPTEMBER 30, 2011**

| | Special Revenue Funds | | | | Capital Projects Fund | |
|---|---|---|---|---|---|---|
| ASSETS | Confiscated Assets Fund | Emergency 911 Fund | Operating Grant Fund | Hotel/Motel Tax Fund | Capital Grant Fund | Total Nonmajor Governmental Funds |
| Cash | $ 89,270 | $ 486,496 | $ 2,905 | $ - | $ 919,440 | $ 1,498,111 |
| Accounts receivable | - | 118,356 | 5,500 | - | - | 123,856 |
| Intergovernmental receivables | - | - | 10,448 | - | 126,267 | 136,715 |
| Taxes receivable | - | - | - | 4,122 | - | 4,122 |
| Total assets | $ 89,270 | $ 604,852 | $ 18,853 | $ 4,122 | $ 1,045,707 | $ 1,762,804 |
| **LIABILITIES AND FUND BALANCES** | | | | | | |
| **LIABILITIES** | | | | | | |
| Accounts payable | $ - | $ - | $ - | $ - | $ 41,478 | $ 41,478 |
| Accrued liabilities | - | - | 1,624 | - | - | 1,624 |
| Due to other funds | - | - | 6,071 | 4,122 | - | 10,193 |
| Deferred revenue | - | 31 | 487 | - | 47,233 | 47,751 |
| Total liabilities | - | 31 | 8,182 | 4,122 | 88,711 | 101,046 |
| **FUND BALANCES** | | | | | | |
| Restricted: | | | | | | |
| Public safety | 89,270 | 604,821 | - | - | - | 694,091 |
| Assigned: | | | | | | |
| Public safety | - | - | 10,671 | - | - | 10,671 |
| Capital projects | - | - | - | - | 956,996 | 956,996 |
| Total fund balances | 89,270 | 604,821 | 10,671 | - | 956,996 | 1,661,758 |
| Total liabilities and fund balances | $ 89,270 | $ 604,852 | $ 18,853 | $ 4,122 | $ 1,045,707 | $ 1,762,804 |

## CITY OF MILTON, GEORGIA

### COMBINING STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCES
### NONMAJOR GOVERNMENTAL FUNDS
### FOR THE YEAR ENDED SEPTEMBER 30, 2011

| | Special Revenue Funds | | | | Capital Projects Fund | |
|---|---|---|---|---|---|---|
| | Confiscated Assets Fund | Emergency 911 Fund | Operating Grant Fund | Hotel/Motel Tax Fund | Capital Grant Fund | Total Nonmajor Governmental Funds |
| **REVENUES** | | | | | | |
| Taxes | $ - | $ - | $ - | $ 49,294 | $ - | $ 49,294 |
| Intergovernmental | - | - | 60,086 | - | 658,508 | 718,594 |
| Charges for services | - | 789,068 | - | - | - | 789,068 |
| Fines and forfeitures | 81,919 | - | - | - | - | 81,919 |
| Interest | 331 | 554 | 22 | - | 1,692 | 2,599 |
| Total revenues | 82,250 | 789,622 | 60,108 | 49,294 | 660,200 | 1,641,474 |
| **EXPENDITURES** | | | | | | |
| Current: | | | | | | |
| Public safety | 500 | 525,134 | 129,148 | - | - | 654,782 |
| Public works | - | - | - | - | 731,630 | 731,630 |
| Housing and development | - | - | - | - | 11,000 | 11,000 |
| Total expenditures | 500 | 525,134 | 129,148 | - | 742,630 | 1,397,412 |
| Excess (deficiency) of revenues over expenditures | 81,750 | 264,488 | (69,040) | 49,294 | (82,430) | 244,062 |
| **OTHER FINANCING SOURCES (USES)** | | | | | | |
| Transfers in | - | - | 76,288 | - | 238,240 | 314,528 |
| Transfers out | - | - | - | (49,377) | - | (49,377) |
| Total other financing sources (uses) | - | - | 76,288 | (49,377) | 238,240 | 265,151 |
| Net change in fund balances | 81,750 | 264,488 | 7,248 | (83) | 155,810 | 509,213 |
| **FUND BALANCES, beginning of year, restated** | 7,520 | 340,333 | 3,423 | 83 | 801,186 | 1,152,545 |
| **FUND BALANCES, end of year** | $ 89,270 | $ 604,821 | $ 10,671 | $ - | $ 956,996 | $ 1,661,758 |

## CITY OF MILTON, GEORGIA

### CONFISCATED ASSETS FUND
### SCHEDULE OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCES - BUDGET AND ACTUAL (GAAP BASIS)
### FOR THE YEAR ENDED SEPTEMBER 30, 2011

| | Budget | | | Variance With |
|---|---|---|---|---|
| | Original | Final | Actual | Final Budget |
| **Revenues:** | | | | |
| Fines and forfeitures | $ - | $ 104,754 | $ 81,919 | $ (22,835) |
| Interest | - | 45 | 331 | 286 |
| Total revenues | - | 104,799 | 82,250 | (22,549) |
| **Expenditures:** | | | | |
| Public safety | 2,800 | 3,800 | 500 | 3,300 |
| Total expenditures | 2,800 | 3,800 | 500 | 3,300 |
| Net change in fund balances | (2,800) | 100,999 | 81,750 | (19,249) |
| **Fund balances, beginning of year** | 7,520 | 7,520 | 7,520 | - |
| **Fund balances, end of year** | $ 4,720 | $ 108,519 | $ 89,270 | $ (19,249) |

## CITY OF MILTON, GEORGIA

### EMERGENCY 911 FUND
### SCHEDULE OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCES - BUDGET AND ACTUAL (GAAP BASIS)
### FOR THE YEAR ENDED SEPTEMBER 30, 2011

| | Budget | | | Variance With |
|---|---|---|---|---|
| | Original | Final | Actual | Final Budget |
| **Revenues:** | | | | |
| Charges for services | $ 700,000 | $ 700,000 | $ 789,068 | $ 89,068 |
| Interest | - | - | 554 | 554 |
| Total revenues | 700,000 | 700,000 | 789,622 | 89,622 |
| **Expenditures:** | | | | |
| Public safety | 700,000 | 700,000 | 525,134 | 174,866 |
| Total expenditures | 700,000 | 700,000 | 525,134 | 174,866 |
| Net change in fund balances | - | - | 264,488 | 264,488 |
| **Fund balances, beginning of year** | 340,333 | 340,333 | 340,333 | - |
| **Fund balances, end of year** | $ 340,333 | $ 340,333 | $ 604,821 | $ 264,488 |

## CITY OF MILTON, GEORGIA

### OPERATING GRANT FUND
### SCHEDULE OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCES - BUDGET AND ACTUAL (GAAP BASIS)
### FOR THE YEAR ENDED SEPTEMBER 30, 2011

| | Budget | | | Variance With |
|---|---|---|---|---|
| | Original | Final | Actual | Final Budget |
| **Revenues:** | | | | |
| Intergovernmental | $ 50,032 | $ 100,032 | $ 60,086 | $ (39,946) |
| Interest | - | - | 22 | 22 |
| Total revenues | 50,032 | 100,032 | 60,108 | (39,924) |
| **Expenditures:** | | | | |
| General government | 3,350 | 3,350 | - | 3,350 |
| Public safety | 128,153 | 178,153 | 129,148 | 49,005 |
| Total expenditures | 131,503 | 181,503 | 129,148 | 52,355 |
| Deficiency of revenues over expenditures | (81,471) | (81,471) | (69,040) | 12,431 |
| **OTHER FINANCING SOURCES** | | | | |
| Transfers in | 81,471 | 81,471 | 76,288 | (5,183) |
| Total other financing sources | 81,471 | 81,471 | 76,288 | (5,183) |
| Net change in fund balances | - | - | 7,248 | 7,248 |
| **Fund balances, beginning of year** | 3,423 | 3,423 | 3,423 | - |
| **Fund balances, end of year** | $ 3,423 | $ 3,423 | $ 10,671 | $ 7,248 |

## CITY OF MILTON, GEORGIA

### HOTEL/MOTEL TAX FUND
### SCHEDULE OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCES - BUDGET AND ACTUAL (GAAP BASIS)
### FOR THE YEAR ENDED SEPTEMBER 30, 2011

| | Budget | | | Variance With |
|---|---|---|---|---|
| | Original | Final | Actual | Final Budget |
| **Revenues:** | | | | |
| Taxes | $ 35,000 | $ 47,000 | $ 49,294 | $ 2,294 |
| Total revenues | 35,000 | 47,000 | 49,294 | 2,294 |
| **Other financing uses:** | | | | |
| Transfers out | (35,000) | (47,000) | (49,377) | (2,377) |
| Total other financing uses | (35,000) | (47,000) | (49,377) | (2,377) |
| Net change in fund balances | - | - | (83) | (83) |
| **Fund balances, beginning of year** | 83 | 83 | 83 | - |
| **Fund balances, end of year** | $ 83 | $ 83 | $ - | $ (83) |

# AGENCY FUND

Agency funds are used to account for assets held by the City as an agent for individuals.

**Municipal Court Fund** – To account for the collection of cash appearance bonds by the Municipal Court.

## CITY OF MILTON, GEORGIA

### STATEMENT OF CHANGES IN ASSETS AND LIABILITIES
### AGENCY FUND
### FOR THE YEAR ENDED SEPTEMBER 30, 2011

| | Balance October 1, 2010 | Additions | Deductions | Balance September 30, 2011 |
|---|---|---|---|---|
| **MUNICIPAL COURT FUND** | | | | |
| **Assets:** | | | | |
| Cash | $ 118,587 | $ 851,832 | $ 861,864 | $ 108,555 |
| Accounts receivable | 213 | - | 213 | - |
| Total assets | $ 118,800 | $ 851,832 | $ 862,077 | $ 108,555 |
| **Liabilities:** | | | | |
| Due to others | $ 118,800 | $ 851,832 | $ 862,077 | $ 108,555 |

# Statistical Section



# STATISTICAL SECTION

This part of the City of Milton's comprehensive annual financial report presents detailed information as a context for understanding what the information in the financial statements, note disclosures, and required supplementary information says about the government's overall financial health.


**Page**

**Financial Trends** ..... 44-46

**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** ..... 47-50

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

**Debt Capacity** ..... 51-52

**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** ..... 53

**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** ..... 54-57

**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.**


Sources: Unless otherwise noted, the information in these schedules is derived from the comprehensive annual financial report for the relevant year. The government implemented GASB Statement 34 in 2007 which was the City's first year of incorporation; schedules presented include information beginning in that year.

## CITY OF MILTON, GEORGIA

### NET ASSETS BY COMPONENT
### LAST FIVE FISCAL YEARS
### (accrual basis of accounting)

| | 2011 | 2010 | 2009 | 2008 | 2007 |
|---|---|---|---|---|---|
| Primary government: | | | | | |
| Invested in capital assets, net of related debt | $ 38,629,543 | $ 36,498,474 | $ 36,524,637 | $ 36,964,310 | $ 32,923,814 |
| Restricted for public safety | 694,091 | - | | | |
| Unrestricted | 16,316,129 | 15,655,187 | 12,520,252 | 10,527,209 | 3,035,336 |
| Total primary government net assets | $ 55,639,763 | $ 52,153,661 | $ 49,044,889 | $ 47,491,519 | $ 35,959,150 |

Note: Fiscal year 2008 was the City's first full year of operations. The 2007 period was only 10 months.
In fiscal year 2011, the City implemented GASB 54.

## CITY OF MILTON, GEORGIA

### CHANGES IN NET ASSETS
### LAST FIVE FISCAL YEARS
### (accrual basis of accounting)

| | 2011 | 2010 | 2009 | 2008 | 2007 |
|---|---|---|---|---|---|
| **Expenses** | | | | | |
| General government | $ 3,508,809 | $ 3,659,341 | $ 4,588,792 | $ 4,171,595 | $ 3,683,192 |
| Judicial | 207,085 | 235,252 | 538,008 | 546,447 | 332,251 |
| Public safety | 7,587,661 | 7,510,785 | 7,261,031 | 6,457,721 | 6,312,297 |
| Public works | 5,489,730 | 3,849,323 | 4,468,962 (4) | 2,552,092 | 2,714,572 |
| Culture and recreation | 404,151 | 162,076 | 167,788 | 270,663 | 20,518 |
| Housing and development | 763,205 | 909,803 | 1,720,486 | 1,501,911 | 941,621 |
| Interest on long-term debt | 46,083 | 61,315 | 119,315 | 258,286 | 220,331 |
| Total expenses | $ 18,006,724 | 16,387,895 (9) | $ 18,864,382 | $ 15,758,715 | $ 14,224,782 |
| **Program revenues** | | | | | |
| Charges for services: | | | | | |
| General government | $ 298,955 | $ 391,260 | $ 254,806 | $ 216,151 | $ 176,761 |
| Judicial | 431,401 | 593,289 | 669,896 | 647,693 | 235,860 |
| Public safety | 920,433 | 828,686 | 813,042 (5) | 48,220 | 4,717 |
| Public works | 106,502 | 139,998 | 187,468 (6) | 290,144 | 230,608 |
| Culture and recreation | 48,988 | 2,250 | - | - | - |
| Housing and development | 388,345 | 102,522 | 174,492 (7) | 323,149 | 255,758 |
| Operating grants and contributions | 79,384 | 151,166 | 119,099 (8) | 14,621 | 27,752 |
| Capital grants and contributions | 1,541,878 (10) | 180,420 | 424,745 | 4,523,803 (1) | 114,337 |
| Total program revenues | $ 3,815,886 | $ 2,389,591 | $ 2,643,548 | $ 6,063,781 | $ 1,045,793 |
| Net (expense) revenue | $ (14,190,838) | $ (13,998,304) | $ (16,220,834) | $ (9,694,934) | $ (13,178,989) |
| **General Revenues and Other Changes in Net Assets** | | | | | |
| Taxes | | | | | |
| Property taxes | $ 9,249,681 | $ 9,696,611 | $ 10,328,547 | $ 10,132,567 | $ 9,200,065 |
| Sales taxes | 4,056,666 | 3,900,468 | 3,708,300 | 4,318,839 | 3,700,463 |
| Other taxes | 4,189,835 (11) | 3,424,340 | 3,382,810 | 2,396,221 | 1,770,328 |
| Unrestricted intergovernmental revenue | - | - | - | 4,176,896 (2) | - |
| Unrestricted investment earnings | 36,410 | 36,221 | 53,168 | 129,092 | 112,303 |
| Miscellaneous revenues | 144,348 | 49,436 | 301,379 (3) | 73,688 | 30,677 |
| Special item - donation of infrastructure at incorporation | - | - | - | - | 32,171,846 |
| Total | $ 17,676,940 | $ 17,107,076 | $ 17,774,204 | $ 21,227,303 | $ 46,985,682 |
| **Change in Net Assets** | $ 3,486,102 | $ 3,108,772 | $ 1,553,370 | $ 11,532,369 | $ 33,806,693 |

Note: Fiscal year 2008 was the City's first full year of operations. The 2007 period was only 10 months.
The City is gradually taking over the services provided to its citizens by Fulton County, which will result in increases to both revenues and expenses.

(1) Increase is a result of donated infrastructure from developers.

(2) Increase is a result of intergovernmental revenues from the County due to the passage of Senate Bill 154 requiring the County to track revenues and expenditures, since 2005, in the unincorporated areas of Fulton County, including what is now incorporated City of Milton.

(3) Increase is a result of the City's write-off of deferred lease abatements, due to the termination of lease agreement.

(4) Increase is due to infrastructure maintenance projects started during fiscal year 2009.

(5) Increase is due to fiscal year 2009 being the first year of E911 collections

(6) Decrease is due to an overall decrease in landfill fees in fiscal year 2009

(7) Decrease is due to a downturn in construction development in fiscal year 2009

(8) Increase is due to the City receiving a SAFER grant in the fourth quarter of fiscal year 2008, with a majority of the grant revenues being recognized in fiscal year 2009

(9) Overall decrease is due to the termination of a public/private parnership agreement and bringing services in-house.

(10) Increase is attributable to GDOT grants received for intersection improvements.

(11) Insurance premium tax increased significantly as a result of updated census data.

## CITY OF MILTON, GEORGIA

### GOVERNMENTAL ACTIVITIES TAX REVENUES BY SOURCE
### LAST FIVE FISCAL YEARS
### (accrual basis of accounting)

| Fiscal Year | Property Taxes | Sales Taxes | Hotel/Motel Taxes | Franchise Taxes | Business Taxes | Total |
|---|---|---|---|---|---|---|
| 2007 | $ 9,200,065 | $ 3,700,463 | $ 45,764 | $ 1,147,016 | $ 577,548 | $ 14,670,856 |
| 2008 | 10,132,567 | 4,318,839 | 60,600 | 1,719,032 | 616,589 | 16,847,627 |
| 2009 | 10,328,547 | 3,708,200 (2) | 46,349 (2) | 1,870,788 | 1,465,583 (1) | 17,419,467 |
| 2010 | 9,696,611 | 3,900,468 | 45,728 | 1,955,659 | 1,422,953 | 17,021,419 |
| 2011 | 9,249,681 | 4,056,666 | 49,294 | 1,993,830 | 2,146,711 (3) | 17,496,182 |

Note: Fiscal year 2008 is the City's first full year of operations. The 2007 period was only 10 months.

(1) Fiscal year 2009 was the first year in which the City collected the insurance premium tax, which is included in Business Taxes.
(2) Decrease is due to downturn in economy.
(3) Increase is due to an increase in the insurance premium tax collected as a result of the 2010 census.

## CITY OF MILTON, GEORGIA

### FUND BALANCES OF GOVERNMENTAL FUNDS
### LAST FIVE FISCAL YEARS
### (modified accrual basis of accounting)

| | 2011 (4) | 2010 | 2009 | 2008 | 2007 |
|---|---|---|---|---|---|
| General Fund | | | | | |
| Reserved | $ - | $ 182,659 | $ 355,136 | $ 159,933 | $ 129,196 |
| Unreserved | - | 7,663,342 | (1,955,792) (2) | 6,967,755 (1) | 1,722,643 |
| Nonspendable - prepaids | 337,536 | - | - | - | - |
| Assigned - fiscal year 2012 operations | 1,298,871 | - | - | - | - |
| Unassigned | 8,059,221 | - | - | - | - |
| Total general fund | $ 9,695,628 | $ 7,846,001 | $ (1,600,656) | $ 7,127,688 | $ 1,851,839 |
| All Other Governmental Funds | | | | | |
| Reserved | $ - | $ 64,334 | $ 13,550 | $ - | $ - |
| Unreserved, reported in: | | | | | |
| Special revenue funds | - | 382,734 | 229,649 | 6,026 | 15,277 |
| Capital projects funds | - | 6,526,619 (3) | 5,704,913 (3) | 2,614,252 (3) | 586,999 |
| Nonspendable - prepaids | 1,396 | - | - | - | - |
| Restricted - public safety | 694,091 | - | - | - | - |
| Assigned - public safety | 10,671 | - | - | - | - |
| Assigned - capital projects | 6,764,867 (3) | - | - | - | - |
| Total all other governmental funds | $ 7,471,025 | $ 6,973,687 | $ 5,948,112 | $ 2,620,278 | $ 602,276 |

(1) The City's operations have grown during 2008, its first full year of operation. The 2007 period was only 10 months.
(2) The deficit in the General Fund fund balance for 2009 is the result of the late billing of property taxes.
(3) The increase in the fund balance for the Capital Projects Fund is attributable to transfers in from the General Fund to fund future capital projects.
(4) The City implemented GASB 54 in fiscal year 2011.

## CITY OF MILTON, GEORGIA

### CHANGES IN FUND BALANCES OF GOVERNMENTAL FUNDS
### LAST FIVE FISCAL YEARS
### (modified accrual basis of accounting)

| | 2011 | 2010 | 2009 | 2008 | 2007 |
|---|---|---|---|---|---|
| **Revenues** | | | | | |
| Taxes | $ 18,536,553 | $ 23,974,316 (4) | $ 10,020,700 (2) | $ 16,587,656 | $ 13,841,760 |
| Licenses and permits | 388,345 | 268,122 | 238,976 | 398,164 | 325,104 |
| Intergovernmental | 718,594 | 1,228,271 | 392,396 | 4,188,146 (1) | - |
| Charges for services | 1,297,655 | 593,289 | 1,274,640 | 649,946 | 396,393 |
| Fines and forfeitures | 513,320 | 369,835 | 549,684 | 477,247 | 182,207 |
| Contributions | 18,811 | 22,462 | 14,734 | 52,284 | 130,839 |
| Interest earned | 36,410 | 36,221 | 53,168 | 129,092 | 112,303 |
| Miscellaneous | 144,348 | 49,436 | 301,379 | 73,688 | 30,677 |
| Total revenues | 21,654,036 | 26,541,952 | 12,845,677 | 22,556,223 | 15,019,283 |
| **Expenditures** | | | | | |
| Current: | | | | | |
| General government | 2,774,434 | 3,601,423 | 4,587,252 | 4,166,630 | 3,668,160 |
| Judicial | 207,261 | 235,252 | 538,008 | 546,447 | 332,251 |
| Public safety | 7,197,635 | 7,116,203 | 6,777,696 | 6,124,142 | 8,940,582 |
| Public works | 5,199,627 (5) | 3,083,755 | 3,719,544 (3) | 1,802,422 | 1,674,951 |
| Culture and recreation | 598,613 (6) | 153,475 | 160,217 | 263,092 | 34,707 |
| Housing and development | 741,188 | 883,947 | 1,720,486 | 1,501,911 | 941,621 |
| Capital outlay | 1,843,827 | 976,587 | - | - | - |
| Debt service: | | | | | |
| Principal | 662,622 | 637,831 | 606,626 | 594,161 | - |
| Interest | 53,921 | 78,710 | 136,358 | 263,567 | 142,690 |
| Total expenditures | 19,279,128 | 16,767,183 | 18,246,187 | 15,262,372 | 15,734,962 |
| Excess (deficiency) of revenues over (under) expenditures | 2,374,908 | 9,774,769 | (5,400,510) | 7,293,851 | (715,679) |
| **Other Financing Sources (Uses)** | | | | | |
| Issuance of long term debt | - | 439,298 | - | - | 3,169,794 |
| Transfers in | 5,525,003 | 2,494,465 | 4,468,083 | 2,024,010 | 435,764 |
| Transfers out | (5,525,003) | (2,494,465) | (4,468,083) | (2,024,010) | (435,764) |
| Total other financing sources (uses) | - | 439,298 | - | - | 3,169,794 |
| Net change in fund balances | $ 2,374,908 | $ 10,214,067 | $ (5,400,510) | $ 7,293,851 | $ 2,454,115 |
| Debt service as a percentage of noncapital expenditures | 4.3% | 4.5% | 4.1% | 5.7% | 1.1% |

Note: Fiscal year 2008 was the City's first full year of operations. The 2007 period was only 10 months.
The City is gradually taking over the services provided to its citizens by Fulton County, which will result in increases to both revenues and expenditures.

(1) Increase is a result of intergovernmental revenues from the County due to the passage of Senate Bill 154 requiring the County to track revenues and expenditures, since 2005, in the unincorporated areas of Fulton County, including what is now incorporated City of Milton.

(2) The decrease in property taxes is caused by the County's late billings of the property taxes, thus causing much of the collections not to be available for fund level recognition.

(3) Increase is due to infrastructure maintenance projects started in 2009.

(4) Tax revenues are higher in FY2010 due to the collection of the 2009 and 2010 taxes during FY2010.

(5) Over $3 million was spent on pavement management and intersection improvement projects in FY 2011 compared to $1.2 million in the previous year.

(6) The parks and recreation program started several new initiatives in FY 2011 after bringing on the City's first parks and recreation director the previous year.

# CITY OF MILTON, GEORGIA

## GENERAL GOVERNMENTAL TAX REVENUES BY SOURCE
## LAST FIVE FISCAL YEARS
## (modified accrual basis of accounting)

| Fiscal Year | Property Taxes | Sales Taxes | Hotel/Motel Taxes | Franchise Taxes | Business Taxes | Total |
|---|---|---|---|---|---|---|
| 2007 | $ 8,370,969 | $ 3,700,463 | $ 45,764 | $ 1,147,016 | $ 577,548 | $ 13,841,760 |
| 2008 | 9,872,596 | 4,318,839 | 60,600 | 1,719,032 | 616,589 | 16,587,656 |
| 2009 | 2,963,725 (1) | 3,674,165 | 46,439 | 1,870,788 | 1,465,583 (2) | 10,020,700 |
| 2010 | 16,622,128 (3) | 3,989,025 | 45,728 | 1,894,482 | 1,422,953 | 23,974,316 |
| 2011 | 10,344,474 | 4,002,244 | 49,294 | 1,993,830 | 2,146,711 (4) | 18,536,553 |

Note: Fiscal year 2008 was the City's first full year of operations. The 2007 period was only 10 months.

(1) Property taxes were billed two months later than usual in FY2009, resulting in only one month of collections being recognized as revenue.
(2) Fiscal year 2009 was the first year in which the City collected the insurance premium tax, which is included in Business Taxes.
(3) Fiscal year 2010 property taxes figure includes collection of 2009 taxes, as mentioned in Note 1.
(4) Increase is due to an increase in insurance premium tax collected as a result of the 2010 census.

# CITY OF MILTON, GEORGIA

## ASSESSED VALUE AND ESTIMATED ACTUAL VALUE OF TAXABLE PROPERTY
## LAST FIVE CALENDAR YEARS

| Calendar Year | Real Property: Residential Property | Real Property: Conservation Use Property | Real Property: Commercial Property | Real Property: Privately Owned Public Utilities | Personal Property: Motor Vehicles | Personal Property: Furniture, Fixtures & Equip | Less: Tax Exempt Real Property | Total Taxable Assessed Value | Total Direct Tax Rate | Estimated Actual Taxable Value | Assessed Value as a Percentage of Actual Value |
|---|---|---|---|---|---|---|---|---|---|---|---|
| 2007 | $ 1,675,272,460 | $ 8,615,150 | $ 206,569,990 | $ - | $ 73,602,260 | $ 32,997,920 | $ 115,890,870 | $ 1,881,166,910 | 4.731 | $ 4,702,917,275 | 40% |
| 2008 | 1,736,045,560 | 10,186,370 | 256,484,210 | 120,560,241 | 98,030,130 | 33,507,520 | 165,634,720 | 2,089,179,311 | 4.731 | 5,222,948,278 | 40% |
| 2009 | 1,741,900,680 | 12,825,640 | 303,561,320 | 10,714,726 | (1) 115,598,780 | 38,324,470 | 136,024,400 | 2,086,901,216 | 4.731 | 5,217,253,040 | 40% |
| 2010 | 1,672,820,310 | 13,029,220 | 290,104,230 | 10,785,887 | 101,093,870 | 38,891,340 | 141,732,770 | 1,984,992,087 | 4.731 | 4,962,480,218 | 40% |
| 2011 | 1,581,151,070 | 13,611,950 | 265,995,430 | 12,481,572 | 104,790,450 | 39,977,520 | 142,480,190 | 1,875,527,802 | 4.731 | 5,045,019,980 | 40% |

Source: Fulton County Tax Commissioner

Note: The total assessed value amounts are based on the original tax digest prior to additions, deletions, and corrections to accounts.

(1) Decrease is due to an error which occurred at the State level which caused utilities to be valued significantly higher in fiscal year 2008 due to a coding error. The problem was corrected in fiscal year 2009.

## CITY OF MILTON, GEORGIA

### PROPERTY TAX RATES
### DIRECT AND OVERLAPPING GOVERNMENTS
### LAST FIVE CALENDAR YEARS
*(rate per $1,000 of assessed value)*

| | | Fulton County | | | School District | | | | |
|---|---|---|---|---|---|---|---|---|---|
| Calendar Year | City of Milton (1) | Operating Millage | Debt Service Millage | Total Fulton County Millage | Operating Millage | Debt Service Millage | Total School District Millage | State | Total Direct & Overlapping Rates |
| 2007 | 4.731 | 10.281 | - | 10.281 | 16.403 | 1.099 | 17.502 | 0.250 | 32.764 |
| 2008 | 4.731 | 10.281 | - | 10.281 | 16.903 | 1.188 | 18.091 | 0.250 | 33.353 |
| 2009 | 4.731 | 10.281 | - | 10.281 | 17.502 | - | 17.502 | 0.250 | 32.764 |
| 2010 | 4.731 | 10.281 | - | 10.281 | 18.502 | - | 18.502 | 0.250 | 33.764 |
| 2011 | 4.731 | 10.281 | 0.270 | 10.551 | 18.502 | - | 18.502 | 0.250 | 34.034 |

Source: Fulton County Tax Commissioner

(1) M&O rate. No components to display.

Note: As set forth in the City's charter, the millage rate cannot exceed 4.731 mills unless a higher limit is approved through a referendum by a majority of qualified voters of the City.

## CITY OF MILTON, GEORGIA

### PRINCIPAL PROPERTY TAXPAYERS
### SEPTEMBER 30, 2011
### CURRENT AND FOUR YEARS AGO

| | 2011 | | | 2007 | | |
|---|---|---|---|---|---|---|
| Taxpayer | Taxable Assessed Value | Rank | Percentage of Total Taxable Assessed Value | Taxable Assessed Value | Rank | Percentage of Total Taxable Assessed Value |
| Orion Milton Associates LLC (2) | $ 19,160,000 | 1 | 1.02 % | $ - | | - % |
| Atlanta Preserve LLC | 18,409,040 | 2 | 0.98 | 16,222,390 | 3 | 0.86 |
| Thirteen Five Sixty Morris | 17,646,000 | 3 | 0.94 | 21,372,570 | 1 | 1.14 |
| GTE Mobilnet (Verizon) | 15,647,680 | 4 | 0.83 | 14,926,680 | 4 | 0.79 |
| CSP Community Owner LLC (3) | 11,200,000 | 5 | 0.60 | - | | - |
| EQR Zurich LLC | 10,710,000 | 6 | 0.57 | 11,866,480 | 5 | 0.63 |
| Scott H Lee TR | 10,103,280 | 7 | 0.54 | - | | - |
| First Town LP | 9,430,840 | 8 | 0.50 | - | | - |
| North Park GA LLC | 9,078,000 | 9 | 0.48 | - | | - |
| RT Deerfield I LLC | 7,880,920 | 10 | 0.42 | - | | - |
| Atlanta Preserve II LLC | - | | - | 5,744,000 | 10 | 0.31 |
| Falling Water Inc | - | | - | 5,848,240 | 9 | 0.31 |
| Deerfield Two Owner Corp | - | | - | 6,111,200 | 8 | 0.32 |
| Sentine l Realty Partners IV | - | | - | 8,187,960 | 7 | 0.44 |
| Summit Properties Partnership (3) | - | | - | 11,124,560 | 6 | 0.59 |
| Alta Park LLC (2) | - | | - | 16,404,010 | 2 | 0.87 |
| Totals | $ 129,265,760 | | 5.87 % | $ 117,808,090 | | 6.26 % |

Source: Fulton County Tax Commissioner

Notes:

1. The first year the City levied property taxes was 2007.
2. Orion Milton Associates LLC purchased the property formerly owned by Alta Park LLC in August 2007.
3. CSP Community Owner LLC purchased the property formerly owned by Summit Properties Partnership in September 2008.

## CITY OF MILTON, GEORGIA

### PROPERTY TAX LEVIES AND COLLECTIONS
### LAST FIVE FISCAL YEARS

| Fiscal Period Ended September 30, | Taxes Levied for the Fiscal Year | Subsequent Years Adjustments | Total Adjusted Levy | Collected within the Fiscal Year of the Levy | | Collections in Subsequent Years | Total Collections to Date | |
|---|---|---|---|---|---|---|---|---|
| | | | | Amount | Percentage of Levy | | Amount | Percentage of Levy |
| 2007 | $ 8,381,269 | $ 21,224 | $ 8,402,493 | $ 7,589,313 | 90.6 % | $ 762,028 | $ 8,351,341 | 99.4 % |
| 2008 | 8,691,755 | 249,173 | 8,940,928 | 7,865,966 | 90.5 | 1,072,286 | 8,938,252 | 100.0 |
| 2009 | 9,094,228 | (8,489) | 9,085,739 | 1,119,192 (1) | 12.3 | 7,952,847 | 9,072,039 (1) | 99.8 |
| 2010 | 8,676,641 | 17,839 | 8,694,480 | 7,303,502 | 84.2 | 1,366,303 | 8,669,805 | 99.7 |
| 2011 | 8,114,251 | - | 8,114,251 | 7,783,723 | 95.9 | - | 7,783,723 | 95.9 |

Source: City of Milton Finance Department, Tax Collectors Report

(1) Property taxes were billed two months later than usual in FY2009, resulting in only one month of collections being recognized as revenue

# CITY OF MILTON, GEORGIA

## RATIOS OF OUTSTANDING DEBT BY TYPE
## LAST FIVE FISCAL YEARS

| Fiscal Period Ended September 30, | Governmental Activities Notes Payable | Percentage of Personal Income (1) | Per Capita (1) |
|---|---|---|---|
| 2007 | $ 3,169,794 | 0.16 % | $ 110.56 |
| 2008 | 2,575,633 | 0.13 | 85.34 |
| 2009 | 1,969,007 | 0.09 | 62.14 |
| 2010 | 1,770,473 | 0.10 | 54.21 |
| 2011 | 1,107,852 | 0.07 | 33.20 |

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 MILTON, GEORGIA

## DIRECT AND OVERLAPPING GOVERNMENTAL ACTIVITIES DEBT
## AS OF SEPTEMBER 30, 2011

| Governmental Unit | Debt Outstanding | Estimated Percentage Applicable (1) | Estimated Share of Overlapping Debt |
|---|---|---|---|
| Fulton County | $ 167,000,000 | 4.17 | $ 6,966,053 |
| Fulton County School District | 134,370,000 | 4.17 | 5,604,961 |
| Total overlapping debt | $ 301,370,000 | | $ 12,571,014 |

Source: Assessed value data used to estimate applicable percentages was provided by Fulton County Board of Assessors and debt outstanding provided by Fulton County.

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. 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 City's boundaries and dividing it by the County's total taxable assessed value.

## CITY OF MILTON, GEORGIA

### DEMOGRAPHIC AND ECONOMIC STATISTICS
### LAST FIVE FISCAL YEARS

| Fiscal Period | Population | Personal Income (amounts expressed in thousands) | Per Capita Personal Income | Median Age | School Enrollment | Unemployment Rate |
|---|---|---|---|---|---|---|
| 2007 | 28,671 | $ 1,923,575 | $ 67,091 | 37.9 | 7,326 | 3.6 % |
| 2008 | 30,180 | 2,045,268 | 67,769 | 38.2 | 7,833 | 5.0 |
| 2009 | 31,689 | 2,169,007 | 68,447 | 38.5 | 8,035 | 8.1 |
| 2010 | 32,661 | 1,717,152 | 52,575 | 38.7 | 8,320 | 7.9 |
| 2011 | 33,373 | 1,682,266 | 50,408 | 36.7 | 8,386 | 7.7 |

(1) Source for all data, except school enrollment and 2010 population: Georgia Power Economic Development research performed for Milton for Comprehensive Plan
(2) Source for school enrollment: Fulton County Board of Education\Public School Review
(3) Source for 2010 population: U.S. Census Bureau
(4) Source for Unemployment Rate: Georgia Labor Market Explorer

Note: School enrollment is based on beginning of school year.

## CITY OF MILTON, GEORGIA

### PRINCIPAL EMPLOYERS
### CURRENT YEAR AND FOUR YEARS AGO

| | 2011 | | | 2007 | | |
|---|---|---|---|---|---|---|
| Employer | Employees (1) | Rank | Percentage of Total City Employment (2) | Employees (1) | Rank | Percentage of Total City Employment (2) |
| Verizon | 1,768 | 1 | 25.3 % | 1,606 | 1 | 21.7 % |
| Fulton County Board of Education | 854 | 2 | 12.2 | 822 | 2 | 11.1 |
| Infor Global Solutions | 480 | 3 | 6.9 | 520 | 3 | 7.0 |
| Wal-Mart | 312 | 4 | 4.5 | 345 | 5 | 4.7 |
| Fry's Electronics | 300 | 5 | 4.3 | 350 | 6 | 4.7 |
| Alltel | 280 | 6 | 4.0 | 400 | 7 | 5.4 |
| Exide Techologies | 276 | 7 | 4.0 | 285 | 4 | 3.8 |
| Publix | 185 | 8 | 2.6 | 176 | 8 | 2.4 |
| Target | 163 | 9 | 2.3 | - | | - |
| City of Milton | 132 | 10 | 1.9 | 108 | 10 | 1.5 |
| Home Depot | - | | - | 130 | 9 | 1.8 |
| Totals | 4,750 | | 68.0 % | 4,742 | | 64.0 % |

(1) Source: Employers
(2) Source: City of Milton Business License Applications

## CITY OF MILTON, GEORGIA

### FULL-TIME EQUIVALENT CITY GOVERNMENT EMPLOYEES BY FUNCTION
### LAST FIVE FISCAL YEARS

| | Full-Time Equivalent Employees as of September 30 | | | | |
|---|---|---|---|---|---|
| | 2011 | 2010 | 2009 | 2008 | 2007 |
| **Function** | | | | | |
| General Government | | | | | |
| Elected Officials | 7 | 7 | 7 | 7 | 7 |
| Executive Staff | - | - | - | - | 1 |
| City Manager | 2 | 2 | 3 | 1 | 2 |
| City Clerk | 3 | 3 | 4 | 4 | 4 |
| Operations | 10 | 10 | 13 | 12 | 12 |
| Judicial | 4 | 4 | 4 | 4 | 2 |
| Public Safety | | | | | |
| Administration | 2 | 2 | 2 | 3 | 3 |
| Police | 28 | 28 | 28 | 27 | 19 |
| Fire | 55 | 54 | 54 | 54 | 40 |
| Civilians | 2 | 3 | 2 | 2 | 1 |
| Public Works | | | | | |
| Admin & Engineering | 4 | 3 | 3 | 3 | 2 |
| Highways & Streets | 3 | 3 | 2 | 2 | 2 |
| Culture & Recreation | 2 | 1 | 1 | 1 | 1 |
| Community Development | 10 | 10 | 8 | 9 | 12 |
| Total | 132 | 130 | 131 | 129 | 108 |

Source: City of Milton Human Resources Department

## CITY OF MILTON, GEORGIA

### OPERATING INDICATORS BY FUNCTION
### LAST FIVE FISCAL YEARS

| Function | 2011 | 2010 | 2009 | 2008 | 2007 |
|---|---|---|---|---|---|
| **General Government** | | | | | |
| Business licenses issued | 1,150 | 886 | 898 | 835 | 754 |
| Number of property tax accounts: | | | | | |
| Real property | 12,211 | 12,109 | 12,186 | 11,777 | 11,527 |
| Personal property | 461 | 395 | 575 | 564 | 461 |
| Public utility | 6 | 6 | 6 | 6 | 6 |
| Ordinances adopted | 37 | 29 | 21 | 32 | 64 |
| Resolutions adopted | 37 | 49 | 60 | 65 | 65 |
| Council meeting minutes | 39 | 56 | 48 | 49 | 44 |
| **Judicial** | | | | | |
| Cases processed | 4,547 | 4,889 | 5,660 | 5,580 | 3,219 |
| Cases closed | 4,655 | 5,059 | 5,413 | 5,390 | 2,348 |
| Non-jury trials | 156 | 164 | 96 | 175 | 54 |
| Warrants issued | 93 | 117 | 25 | 100 | 33 |
| **Public Safety** | | | | | |
| **Police** (1) | | | | | |
| Calls for service | 10,242 | 9,116 | 8,861 | 10,335 | 4,005 |
| Alarms | 2,165 | 2,066 | 1,910 | 2,061 | 850 |
| Accidents | 497 | 514 | 524 | 477 | 235 |
| Traffic stops | 6,230 | 6,294 | 5,645 | 4,916 | 2,350 |
| Warnings issued | 3,436 | 3,756 | 2,428 | 1,957 | 958 |
| Tickets issued | 4,493 | 4,061 | 5,034 | 4,761 | 2,359 |
| DUIs | 122 | 134 | 104 | 70 | 33 |
| Traffic arrests | 161 | 146 | 167 | 197 | 100 |
| Drug arrests | - | - | 58 | - | - |
| **Fire** (2) | | | | | |
| Working structural fires | 67 | 130 | 76 | 31 | 10 |
| False alarm/good intent | 790 | 524 | 636 | 300 | 222 |
| Vehicle fires | 10 | 28 | 19 | 7 | 6 |
| Vegitation fires | 35 | 26 | 46 | 23 | 5 |
| EMS | 931 | 935 | 838 | 560 | 393 |
| Other rescue | 5 | 43 | 122 | 24 | - |
| Hazardous conditions/mat. | 82 | 60 | 1 | 26 | - |
| Service calls | 234 | 325 | 318 | 94 | 98 |
| Other calls and incidents | 17 | 302 | 37 | 116 | - |
| Community events | 150 | 250 | 233 | 171 | 36 |
| Building inspections | 392 | 300 | 344 | 41 | - |
| Hydrant maintenance | 4,543 | 3,932 | 4,288 | 1,325 | - |

**Continued**

# CITY OF MILTON, GEORGIA

## OPERATING INDICATORS BY FUNCTION
## LAST FIVE FISCAL YEARS

| Function | 2011 | 2010 | 2009 | 2008 | 2007 |
|---|---|---|---|---|---|
| **Public Works** | | | | | |
| Work requests | 1,175 | 1,837 | 2,129 | 509 | 113 |
| **Culture and Recreation** | | | | | |
| Annual City sponsored events | 12 | 9 | 6 | 5 | 1 |
| Milton Roundup attendance | 3,500 | 5,000 | 1,500 | 3,500 | 3,500 |
| Participants in youth baseball | 1,099 | 1,139 | 1,159 | 1,255 | 1,148 |
| **Housing and Development** | | | | | |
| **Planning & Zoning** | | | | | |
| Zoning certification letters | 3 | 5 | 5 | 7 | 11 |
| Zoning modifications processed | 2 | 5 | 3 | 9 | 7 |
| Special use permits processed | 2 | 5 | 2 | 7 | 10 |
| Text amendments | 15 | 4 (3) | - | - | - |
| Rezoning requests processed | 3 | 3 (3) | - | - | - |
| Variances processed | 21 | 22 | 23 | 39 | 22 |
| Land disturbance permits | 15 | 10 | 9 | 13 | 10 |
| Final plats / minor plats signed | 18 | 10 | 16 | 20 | 33 |
| Development inspections | 2,670 | 2,796 | 2,880 | 2,894 | 2,965 |
| **Building Inspections** | | | | | |
| Building permits issued | 821 | 950 | 979 | 1,835 | 1,545 |
| Certificates of occupancy issued | 220 | 319 | 272 | 327 | 343 |
| Sign permits issued | 109 | 138 | 55 | 171 | 151 |
| **Code Enforcement** | | | | | |
| Code enforcement inspection | 463 | 507 | 850 | 2,001 | 1,641 |
| Notice of violations issued | 153 | 435 | 240 | 580 | 465 |
| Citations issued | 2 | 2 | 16 | 69 | 42 |
| Follow up inspections | 241 | 243 (3) | - | - | - |
| Sign sweeps | 2 | 5 (3) | - | - | - |

Source: Various City departments.

Notes:
(1) The data for the Police department is on a calendar year basis and was not tracked prior to August 2007.
(2) The 2007 data represents a hybrid data set that combines Fulton County and the City of Milton.
(3) The City began tracking these indicators in 2010.

Fiscal year 2008 was the City's first full year of operations. The 2007 period was only 10 months. The City is gradually taking over the services provided to its citizens by Fulton County, which results in changes to the operating indicators.

## CITY OF MILTON, GEORGIA

### CAPITAL ASSET STATISTICS BY FUNCTION
### LAST FIVE FISCAL YEARS

| Function/Program | 2011 | 2010 | 2009 | 2008 | 2007 |
|---|---|---|---|---|---|
| General government | | | | | |
| Vehicles | 1 | 1 | - | - | - |
| Public Safety Administration | | | | | |
| Vehicles | - | - | 2 | 3 | 3 |
| Police | | | | | |
| Vehicles | 33 | 29 | 25 | 23 | 21 |
| Fire | | | | | |
| Vehicles | 9 | 9 | 5 | 6 | 5 |
| Stations | | 3 | 3 | 3 | 3 |
| Public Works | | | | | |
| Streets (miles) | 158 | 158 | 158 | 158 | 151 |
| Traffic signals | 31 | 11 | 11 | 11 | 11 |
| Flashing beacons | 11 | 9 | 9 | 9 | 9 |
| Vehicles | 9 | 3 | - | - | - |
| Culture and Recreation | | | | | |
| Park acreage | 186 | 227 | 227 | 227 | 227 |
| Recreational facilities | 4 | 4 | 4 | 4 | 4 |
| Parks and playgrounds | 1 | 1 | 1 | 1 | 1 |
| Athletic fields | 4 | 4 | 4 | 4 | 4 |
| Housing and Development | | | | | |
| Vehicles | 3 | 3 | - | - | - |

Source: Various City departments.

# Compliance Section



MAULDIN & JENKINS
CERTIFIED PUBLIC ACCOUNTANTS, LLC

# INDEPENDENT AUDITOR'S 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*

**Honorable Mayor and Members**
**Of City Council**
**City of Milton, Georgia**

We have audited the financial statements of the governmental activities, each major fund, and the aggregate remaining fund information of the **City of Milton, Georgia** (the "City") as of and for the year ended September 30, 2011, which collectively comprise the City's basic financial statements and have issued our report thereon dated March 6, 2012. Our report includes a reference to the change in accounting principle resulting from the implementation of Governmental Accounting Standards Board (GASB) Statement No. 54, *Fund Balance Reporting and Governmental Fund Type Definitions.* We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States.

**Internal Control over Financial Reporting**

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

Our consideration of internal control over financial reporting was for the limited purpose described in the preceding paragraph and was not designed to identify all deficiencies in internal control over financial reporting that might be significant deficiencies or material weaknesses and therefore, there can be no assurance that all deficiencies, significant deficiencies, or material weaknesses have been identified. However, as described in the accompanying schedule of findings and responses, we identified certain deficiencies in internal control over financial reporting 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 a 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, as items 2011-1 and 2011-2, to be material weaknesses.

**Compliance and Other Matters**

As part of obtaining reasonable assurance about whether the City's financial statements are free of material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit, and accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*.

We noted certain matters that we reported to management of the City in a separate letter dated March 6, 2012.

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

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

Mauldin & Jenkins, LLC

Atlanta, Georgia
March 6, 2012

# CITY OF MILTON, GEORGIA

## SCHEDULE OF FINDINGS AND RESPONSES
## FOR THE YEAR ENDED SEPTEMBER 30, 2011

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### SECTION I
### SUMMARY OF AUDIT RESULTS

***Financial Statements***

| | | |
|---|---|---|
| Type of auditor's report issued | Unqualified | |
| Internal control over financial reporting: Material weaknesses identified? | __X__ yes | _____ no |
| Significant deficiencies identified not considered to be material weaknesses? | ____ yes | __X__ none reported |
| Noncompliance material to financial statements noted? | ____ yes | __X__ no |

***Federal Awards***

There was not an audit of major federal award programs for the year ended September 30, 2011 due to the total amount expended being less than $500,000.

# CITY OF MILTON, GEORGIA

## SCHEDULE OF FINDINGS AND RESPONSES
## FOR THE YEAR ENDED SEPTEMBER 30, 2011

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### SECTION II
### FINANCIAL STATEMENT FINDINGS AND RESPONSES

**2011-1 Restatement of Prior Year Balances**

***Criteria:*** Internal controls should be in place to ensure that financial statements properly present the financial position and results of operations of the City.

***Condition:*** Internal controls were not sufficient to detect a material misstatement in the City's financial statements for the year ended September 30, 2010.

***Context/Cause:*** During our audit for the year ended September 30, 2011, a material misstatement was identified by management that caused the need to restate opening fund balance (equity) for the year ended September 30, 2011. The nature and magnitude of this correction for the prior period error is as follows:

- The Capital Grant Fund required an adjustment of $27,943 to properly defer grant revenues for the year ended September 30, 2010. These revenues were not collected within 60 days of year-end and thus were not available and should not have been recognized by the fund in accordance with the modified accrual basis of accounting.

***Effects:*** An audit adjustment of $27,943 was needed to correctly report the opening fund balance for the Capital Grant Fund.

***Recommendation:*** We recommend the City carefully review the financial statements and the applicable reporting requirements under generally accepted accounting principles to ensure that all information and financial data is being properly reported.

***Auditee's Response:*** We concur with the finding. We will take the necessary steps in the future to ensure that revenues and related receivables are properly recorded.

# CITY OF MILTON, GEORGIA

## SCHEDULE OF FINDINGS AND RESPONSES
## FOR THE YEAR ENDED SEPTEMBER 30, 2011

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### SECTION II
### FINANCIAL STATEMENT FINDINGS AND RESPONSES (CONTINUED)

**2011-2 Capital Assets Reporting**

***Criteria:*** Internal controls should be in place to ensure that the amounts reported as capital assets are recorded in accordance with generally accepted accounting principles.

***Condition:*** Internal controls were not sufficient to detect material misstatements in the reporting of the City's capital assets as of September 30, 2011.

***Context/Cause:*** During our testing of capital assets, certain audit adjustments were required to correct current year amounts. The nature of these adjustments is as follows:

- An adjustment of approximately $887,000 was required to properly record various bridges throughout the City as donated infrastructure assets.
- An adjustment of approximately $743,000 was required to properly remove buildings and land that the City had improperly capitalized but in fact were not the City's capital assets.
- An adjustment of approximately $149,000 was required to properly report various design and engineering costs as construction-in-progress (CIP) which the City had improperly expensed.

***Effects:*** Audit adjustments of approximately $1,779,000 were needed to correctly report capital assets as of and for the fiscal year ended September 30, 2011.

***Recommendation:*** We recommend the City carefully review all capital asset transactions to ensure amounts recorded for capital assets are correct and complete.

***Auditee's Response:*** We concur with the finding. The corrections to the capital assets were isolated incidents and one-time occurrences. We will take the necessary steps in the future to ensure that capital asset transactions are properly recorded.

### SECTION III
### FEDERAL AWARDS FINDINGS AND QUESTIONED COSTS

Not Applicable