



**Auditor of State  
Betty Montgomery**



CITY OF NORWOOD  
HAMILTON COUNTY

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**Auditor of State  
Betty Montgomery**

**INDEPENDENT ACCOUNTANTS' REPORT ON COMPLIANCE AND ON  
INTERNAL CONTROL REQUIRED BY GOVERNMENT AUDITING STANDARDS**

City of Norwood  
Hamilton County  
4645 Montgomery Road  
Norwood, Ohio 45212

To the Members of City Council:

We have audited the financial statements of the City of Norwood, Hamilton County, Ohio (the City), as of and for the year ended December 31, 2002, and have issued our report thereon dated June 5, 2003. 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.

**Compliance**

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 grants, 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 that are required to be reported under Government Auditing Standards. However, we noted immaterial instances of noncompliance that we have reported to the management of the City in a separate letter dated June 5, 2003.

**Internal Control Over Financial Reporting**

In planning and performing our audit, we considered the City's internal control over financial reporting in order to determine our auditing procedures for the purpose of expressing our opinion on the financial statements and not to provide assurance on the internal control over financial reporting. Our consideration of the internal control over financial reporting would not necessarily disclose all matters in the internal control over financial reporting that might be material weaknesses. A material weakness is a condition in which the design or operation of one or more of the internal control components does not reduce to a relatively low level the risk that misstatements in amounts that would be material in relation to the financial statements being audited may occur and not be detected within a timely period by employees in the normal course of performing their assigned functions. We noted no matters involving the internal control over financial reporting and its operation that we consider to be material weaknesses. However, we noted other matters involving the internal control over financial reporting that do not require inclusion in this report, that we have reported to the management of the City in a separate letter dated June 5, 2003.

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

A handwritten signature in black ink that reads "Betty Montgomery". The signature is written in a cursive, flowing style.

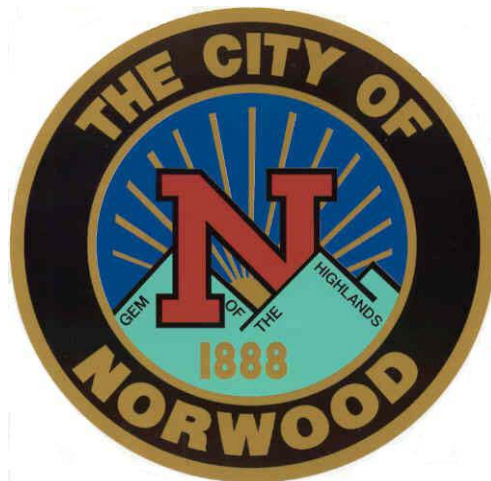
**Betty Montgomery**  
Auditor of State

June 5, 2003

# City of Norwood, Ohio

## Comprehensive Annual Financial Report

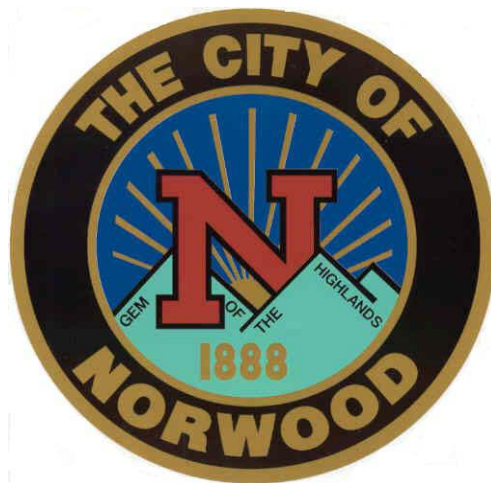
For the Year Ended December 31, 2002



# City of Norwood, Ohio

## Comprehensive Annual Financial Report

For the Year Ended December 31, 2002



Prepared by  
Donnie R. Jones  
City Auditor



**CITY OF NORWOOD, OHIO  
COMPREHENSIVE ANNUAL FINANCIAL REPORT  
YEAR ENDED DECEMBER 31, 2002**

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# **Introductory Section**



**Donnie R. Jones, CPA**  
**City Auditor**

Janet Kennedy  
Deputy Auditor

4645 Montgomery Road  
Norwood, Ohio 45212  
Ph. 513-458-4570  
Fax 513-458-4571

June 5, 2003

The Honorable Mayor, Members of  
Norwood City Council, other Elected  
City Officials, and the Citizens of  
the City of Norwood, Ohio

Dear Citizens:

We are pleased to submit the Comprehensive Annual Financial Report (CAFR) for the City of Norwood, Ohio (the City) for the year ended December 31, 2002. This is the ninth CAFR issued by the City of Norwood. This report is prepared by the City Auditor's Office, which is responsible for both the accuracy of the data and the completeness and fairness of its presentation, including disclosures. We believe that the information presented is accurate in all material respects and reported in a manner designed to show the financial position and operating results of the City.

Norwood's 2002 CAFR is presented in three sections: Introductory, Financial, and Statistical. The Introductory Section, which provides information on the general contents of the report, contains this letter of transmittal, a list of public officials, and a Chart of Organization of the City government. The Financial Section is comprised of the Report of Independent Accountants, the general purpose financial statements, the combining financial statements and the schedules. The Statistical Section provides various economic and demographic data about the City, generally on a multi-year basis.

The City is the only governmental unit in the reporting entity. In determining what constitutes the City's reporting entity, the criteria established by the Governmental Accounting Standards Board were used. We did not find the City to be financially accountable for any potential component units. The Norwood City School District is not a part of the reporting entity as it is a separate governmental jurisdiction and is not included in the City's financial reports.

The City provides the full range of municipal services including police and fire protection, parks, recreation, public works (highways, streets, and waste collection), health and social services, public improvement, planning and zoning, general and administrative services, and water and sewer services.

*"Gem of The Highlands"*

## ECONOMIC CONDITION AND OUTLOOK

The City of Norwood is geographically located in the center of the "Greater Cincinnati Area" and is completely surrounded by the City of Cincinnati. The "Greater Cincinnati Area" consists of 8 counties located in southwest Ohio, northern Kentucky and southeast Indiana. According to the Greater Cincinnati Chamber of Commerce in its 2003 Economic Outlook, "Since December 2001, the economy of the Greater Cincinnati area has been "bumping along the bottom" of this business cycle." Over the past several years the local area wide economy has closely paralleled the national economy. It is believed that the local economy will not turn upward until there is an upward turn in the national economy.

The outlook for 2003 suggests that anticipated improvements in productivity growth, even if slightly moderated, still offer tremendous opportunity to improve the standard of living for those in the Greater Cincinnati region. The 2003 Economic Outlook goes on to point out several factors. The Gross Regional Product growth is projected to be 3.4% in 2003 and transportation are very supportive to many markets and future growth. At the same time unemployment rates are lower than the national average. The employment rate for 2003 is "expected" to grow .09% and unemployment is forecasted to be 4.8% in 2002 and 4.7 in 2003.

The demographics of Norwood have been changing at a steady pace over the last ten years. Norwood was predominately a manufacturing city that has evolved into a diverse mix of manufacturing, financial, service-oriented, retail and professional office types of businesses. Even with this diversity Norwood has suffered along with the rest of the country during 2002. The earnings tax collection during 2002 decreased by 5.2% as compared to the 2001 collections.

The creation of new jobs by increased commercial and retail development are expected to lead to an increase in total wages during 2003. Total wages earned in Norwood are expected to experience an overall growth rate of 2% in 2003 as newly constructed commercial properties are fully leased and large local employers add new jobs to their local facilities. Norwood is home to one of the area's most successful retail shopping centers. Norwood's strategic central location and the availability of a large undeveloped tract of prime commercial land will assure that if the national economy improves so should Norwood's. Located along the Norwood Lateral, which links Interstates 71 and 75, the City continues to be a desirable location for business relocation and continued commercial and retail development.

## MAJOR INITIATIVES

During 2002, by emphasizing the long term improvement of City services and infrastructure, the City has focused on improving the quality of life for all of its citizens. Some of these improvements are in the area of street resurfacing, additional police and fire personnel, and upgraded sewers and catch basins to handle rain water run off. Programs for economic development, safety, public health, infrastructure improvements and other critical issues have contributed to the improvement of the City's condition and outlook. While it is not possible to describe all the major initiatives and accomplishments that have occurred during 2002, the following areas are of particular interest.

**Economic Development** - Throughout 2002, the City of Norwood continued to pursue economic development, redevelopment and revitalization initiatives in spite of difficult national and regional economic conditions. Building on the success of office developments at Central Parke and Rookwood Tower, Norwood's economic development efforts continue to be directed toward expanding the City's economic base with emphasis on office development.

Office projects under development include a 95,000 square foot office building on the site of the former Contractors Warehouse in the Central Parke complex and a 125,000 square foot first phase office building in the Cornerstone at Norwood complex. The Cornerstone project, which was initially planned

as a mixed-use office-retail project consisting of 130,000 square feet of office and 60,000 square feet of retail, was redesigned as a two phase office complex to total 250,000 square feet of office space. Construction of the first phase of the Cornerstone at Norwood project consisting of a 125,000 office building and a restaurant is expected to begin in the summer of 2003.

In the City's ongoing economic development effort, the City also continued to pursue redevelopment of the former Globe Wernicke site in addition to an adjacent Newman warehouse property on Ross Avenue and the American Laundry facility at Ross and Section. In 2002, the Al Neyer development firm acquired the Globe property and, subsequently, the Newman property. A portion of the American Laundry was also subsequently acquired by the Landbank development firm from Colorado. Plans for redevelopment of the properties were underway at the end of 2002. Also in 2002, developers Jeffrey R. Anderson Real Estate and Miller-Valentine pursued plans to acquire property and develop a mixed-use complex known as Rookwood Exchange in the area north of Rookwood Commons.

In late 2002, Anchor Associates began construction of a Walgreens pharmacy at Montgomery and Sherman in the City's central business district. The Walgreens building was designed to complement the surrounding buildings in the business district and to serve as an anchor for the remaining businesses in the CBD.

In 2002, the City received \$325,000 in Community Development Block Grant (CDBG) funding for street improvements as well as \$10,000 for streetscape improvements and ongoing CDBG funding for the Norwood Service League and Norwood Public Youth Dental Service program.

Also in 2002, the City applied for and received CDBG funds for the 2003-2005 funding cycle. The approved three year CDBG project funding totals consist of :

- Assistance to Norwood Service League - - - - - \$15,000 per year
- Norwood Public Youth Dental Services - - - - - \$8,000 per year
- Elm Avenue Storm Sewer (partial funding) - - - - - \$250,000 in 2004
- Streetscape Improvements - - \$300,000 (including \$25,000 in 2003, \$25,000 in 2004 and \$250,000 in 2005)

Total 2003 - 2005 Norwood CDBG funding - - - - - \$619,000

**Safety Services** - In the past decade, industry, government, and the general public have become increasingly aware of the need to respond to the hazardous waste problem, which has increased steadily over the past 40 years. The Fire Division, as first responders, has met this challenge and is preparing and training to meet the needs of the City.

Since the attacks on the World Trade Center and the Pentagon on September 11, 2001 the awareness of the American public has once again been heightened regarding possible terrorist attacks. The Fire Division, the Health Department and the Police Department along with the FBI have joined together to meet the challenge of biologic and chemical incidents.

The City of Norwood will have to be prepared for a variety of situations. Local Emergency Operation Plan (EOP) describes the community's approach to emergency planning, organization, and operations. It provides for an emergency management system tailored to the particular needs of the jurisdiction and sufficient for the roles and responsibilities that would be generated by a large-scale, widespread disaster or disaster-threat situation. The plan covers the use of evacuation and shelter-in-place to protect the population. It identifies resources and provides a system to ensure the orderly use of those resources under extraordinary conditions.



The City's administration is conducting meetings with department heads to develop and amend the City's EOP. A major incident could include the use of all City departments as well as assistance from other communities and state and federal agencies. If a major situation occurs, all agencies involved must work together. This plan enables all employees to know what their responsibilities are. Future tabletop exercises can be presented to assure the plan meets the needs of the community. Members assisting with this project include representatives from the Police, Fire, Health, Public Works, Building Department, and the City Administration.

The Chief and other members of the Fire Division attended meetings concerning terrorism preparedness. One such meeting was with the 52<sup>nd</sup> Weapons of Mass Destruction Civil Support Team, which is a federally funded State National Guard unit established under Presidential Decision Directive 39. This team is designed to augment local and regional terrorist response capabilities in events known or suspected to involve Weapons of Mass Destruction.

Purchased this year was a Multi-Gas Detector that can be used by trained and qualified personnel, when assessing potential exposure to combustible toxic gases and vapors. Also purchased this year were three (3) Mini CO Responder Detectors. The detectors are carried on front line apparatus for personnel to detect the presence of Carbon Monoxide.

Scheduled later in 2003 is the refresher course for HAZ-MAT technicians. This class involves identifying potential hazards, protecting the public as well as personnel on the scene, evacuation, medical, and mediation procedures. Three fourths of the members of the Norwood Fire Department are Haz-Mat technicians. The safety Departments in the City of Norwood has a good working relationship with the Hamilton County Haz-Mat team and will conduct decontamination procedures training in 2003.

Under the guidance of the Bureau of Workmen's Compensation (BWC), the City Administration and other Departments are forming a Safety Committee. The intent of the Committee is to identify problems that may cause employee injuries and to create new or improve procedures to eliminate time off of work due to injury. Safety should be the most important consideration before initiating any task.

## FINANCIAL INFORMATION

### Internal Control

The City has established internal accounting controls that provide reasonable assurance that assets are safeguarded, transactions are recorded and reported appropriately, and policies are followed. The concept of reasonable assurance recognizes that the cost of a control procedure should not exceed the expected benefit. It is our intention to review these controls in depth on an ongoing basis for continued refinements and improvements

### Budgetary Control

Operating budgets are legally adopted each fiscal year for all funds except the Trust and Agency funds. The Combined Statement of Revenue, Expenditures and Changes in Fund Balances - Budget (Non-GAAP Budgetary Basis) and Actual includes all governmental fund types. This financial statement was prepared using the budgetary basis of accounting. Encumbrances are included as expenditures (Non-GAAP).

The budgetary process begins at least six months prior to the calendar year for which the budget is to be adopted, with the City certifying the proposed budget to the County Auditor by July 20 or as extended by the County Auditor. By January 1, City Council may adopt annual or temporary appropriation measures using, in part, the official certificate of estimated resources approved by the County Budget Commission

and tax rates certified by the County Auditor. By April 1, City Council must adopt annual appropriation ordinances. Appropriations lapse at year end.

The levels of appropriation control for the General Fund, and certain other Special Revenue Funds, including the Street Maintenance and Repair Fund, Permissive Tax Fund, Economic Development Fund, and Recreation Fund for each budgeted expenditure classification that may not be exceeded are: personal services, contractual, materials and supplies, and other. The levels of appropriation control for the budgeted expenditures that may not be exceeded in the Debt Service Fund are principal retirement and interest. All other are appropriated at the fund level. Any revisions that alter the budgeted expenditure classification of any division within a City department must be approved by City Council. During the year, several supplementary appropriations were necessary. Encumbrances do not lapse at year end and are included as expenditures in the current year budget (Non-GAAP Budgetary Basis).

## **GENERAL AND SPECIAL REVENUE FUNDS**

### GENERAL FUND

Virtually all of the general services of the City have been financed from the General Fund. General Fund revenues include property taxes, the City income tax, local government funds, plus other revenues provided by you, the citizens of this community.

#### **General Fund - Revenues**

##### Income Tax

The 2% locally levied income tax applies to gross salaries, wages and other personal services compensation earned by City residents, and upon earnings of nonresidents earned while working in the City. Credits against the tax are granted for residents employed outside the City. The tax also applies to net income of business organizations derived from business activities conducted in the City. On a Non-GAAP basis Income tax collections for 2002 were \$10,124,144 a decrease of \$550,813 or (5.2%) from 2001 levels. Receipts from this tax are directly related to employment levels and general economic conditions in the Greater Cincinnati area. This decrease is a direct result of a poor economy both locally and nationally

##### Property Taxes

Property tax revenues increased 1.73% in 2002 to \$3,080,690 an increase of \$52,357 from 2001 levels. This minor increase is due to the final businesses opening at Rockwood Commons..

##### Admission Tax

Admissions tax collections for 2002 were \$5,823 an increase of \$13. over the 2001 collections..

##### Charges for Services

Charges for services includes charges for emergency medical services. In 2002 and 2001 the City collected \$440,504 and \$490,282 respectively, for a decrease of \$49,778. This decrease is a due to a decrease of what fees and charges municipalities may pass on to the client.

##### Intergovernmental Revenue

Included in this revenue category is \$293,622 from Inheritance Tax. This is an increase of \$44,687 over the 2001 collection of \$248,935.

### Fines, Licenses and Permits

Fines, licenses and permits decreased \$16,450 in 2002 as compared to 2001. Building permits for 2001 and 2002 were \$209,411 and \$141,875 respectively, for a decrease of \$67,869. This decrease is due to the lack of new building projects being started in 2002. Police Bond Forfeitures collection for 2002 as compared to 2001 increased by \$50,134 in 2002. This increase is due in part to the restructuring the fee structure for Mayor's court.

### Contributions and Donations

Contributions and donations increased in 2002 as compared to 2001. Contributions for 2001 and 2002 were \$725 and \$44,240 respectively, for an increase of \$43,515. This increase is due to the Norwood City Schools contributing to help the City defray part of the cost of the school resource officer.

### Miscellaneous Revenue

Included in this revenue is \$16,557 of investment income earned on certificates of deposit and investments. This revenue decreased \$33,544 as compared to 2001 due to lower interest rates and less money to invest. Also, included in the 2001 revenue is \$85,000 that was paid by a company who did not fulfill their commitment concerning a contractual agreement. Their obligation to the City of Norwood ended in 2001. The net difference was a decrease of \$85,000 in 2002. Also in 2001 the City received a rebate of \$204,309.

The General Fund revenues for 2002 compared to 2001 were as follows:

Revenue (Non-GAAP Budgetary Basis)			Increase (Decrease)	
	2002	2001	Amount	Percent
Taxes	\$ 13,210,657	\$ 13,709,100	\$ (498,443)	-3.64%
Intergovernmental Revenues	1,248,539	1,194,589	53,950	4.52%
Charges for Services	568,683	611,108	(42,425)	-6.94%
Fines, Licenses and Permits	573,456	589,906	(16,450)	-2.79%
Miscellaneous (including donations)	214,747	620,039	(405,292)	-65.37%
Total	\$ <u>15,818,084</u>	\$ <u>16,726,743</u>	\$ <u>(908,660)</u>	-5.43%

### General Fund - Expenditures

General Fund expenditures for 2002 increased overall when compared to 2001. Highways and Streets had the largest percentage increase of 7.44%. The expenditures increase by \$9,357. This increase is due to an increase in salary. Public Safety had the largest expenditure increase of \$320,843. The increase in expenditures in the area of public safety is due to hiring additional personnel due to increased compliment levels for both the police department and the fire department, a 4% wage increase plus benefit increases and increasing minimum manpower levels. Community environment decreased in 2002 as compared to 2001. This decrease is due to one less employee in the Parks Department in 2002. Waste Removal decrease by 4.33% as compared to 2001 as a result of a new contract with the City of Norwood's

waste hauler that did reduce some services to Norwood business. General Government increased by 4.59% in 2002 as compared to 2001 expenses due to increased employee benefits and salaries.

The General Fund Expenses for 2002 compared to 2001 were as follows:

Expenditures (Non-GAAP Budgetary Basis)			Increase (Decrease)	
	2002	2001	Amount	Percent
General Government	\$ 3,433,864	\$ 3,204,313	\$ 229,551	7.16%
Public Safety	10,327,517	10,089,149	238,368	2.36%
Community Environment	364,055	403,958	(39,903)	-9.88%
Highways and Streets	135,074	125,717	9,357	7.44%
Public Health	408,460	408,276	184	0.05%
Waste Removal	827,932	865,445	(37,513)	-4.33%
	<u>\$ 15,496,902</u>	<u>\$ 15,096,858</u>	<u>\$ 400,044</u>	2.65%

#### SPECIAL REVENUE FUNDS

The revenues from the Special Revenue Funds are derived from specific sources and are designated for specific uses. Special Revenue Funds consist of the following:

- Street Maintenance and Repair Fund
- Permissive Tax Fund
- Economic Development Fund
- State Highway Improvement Fund
- Cypress Way Nature Preserve Fund
- Senior Dental Fund
- Drug Law Enforcement Fund
- Urban Development Fund
- Pace Telecommunications Fund
- BJA Crime Prevention Fund
- Recreation Commission Fund
- Drug Abuse Resistance Education (D.A.R.E.) Fund
- Lindner Park Flower Fund
- Police and Fire Pension Repayment Fund
- Bureau of Crippled Children's Safety Fund
- Separation Pay Fund
- Robert S. McCullough Garden Fund
- Alcohol Education and Enforcement Fund
- Building Code Assessment Fund
- Police Vehicle Replacement Fund
- Council on Aging Fund
- STEP Grant Fund
- Recycle Ohio! Grant Fund
- 21st Century Grant Fund

Emergency Medical Services Fund  
Tree Board  
C-9 Trust Fund  
Dag

Special Revenue Funds had Non - GAAP Basis revenues of \$1,791,059 and expenditures of \$3,294,733 in 2002.

## **ENTERPRISE OPERATIONS**

The City's Enterprise Fund is used to finance and account for the acquisitions, operations and maintenance of City facilities and services designated to be entirely, or predominantly, self-supported from user charges. Operations are accounted for in such a manner to show a profit or loss on a basis comparable with industries in the private sector. The City's sole enterprise fund is the Water Fund. The Service Director can adjust the water rates with prior notice to council. The most recent rate of increase of 6% took effect on January 1, 1998 (the City of Norwood passed along the City of Cincinnati's rate increase to its customers.) This increase in water rates was needed in order to continue the process of upgrading the City's antiquated water system and just to keep even with the ever increasing cost of water. The current rate is sufficient to operate the system above break-even assuming operation and expense levels remain consistent with current levels. However, this rate will not allow for the much needed extensive capital improvements to the system. Any significant increases in expenses or rate increases from the City of Cincinnati not passed along to the City of Norwood customers would quickly have the water fund operating with an annual deficit, necessitating additional subsidies from the General Fund. On February 3, 2003 the City of Norwood passed on to our customers a 6% rate increase for water.

## **CASH MANAGEMENT**

It is the City's policy to conform to the regulations established in the Ohio Revised Code so as to ensure the safety of its deposits and investments. During the year, the temporarily idle cash was invested in certificates of deposit with varying maturities, taking into account the cash flow needs of the City. Cash received on a daily basis through the mail for earnings taxes and water bills is deposited immediately in an interest bearing "lock box" account.

## **RISK MANAGEMENT**

The City is exposed to a variety of accidental losses and has established a risk management strategy that attempts to minimize losses and carrying costs of insurance.

Risk control techniques have been established to reasonably assure that the City's employees are aware of their responsibilities regarding loss exposures related to their duties. Similarly, risk control techniques have been established to reduce possible losses to property owned or under the control of the City. Furthermore, supervisory personnel are held responsible for monitoring risk control techniques on an operational basis.

The primary technique used for risk financing is the purchase of insurance policies from the Ohio Municipal League Joint Self Insurance Pool that includes large deductible amounts. The use of a large deductible clause and the City's participation with other Cities in the Self Insurance Pool reduces the cost of insurance. However, if losses occur, the portion of the uninsured losses is not expected to be significant with respect to the financial position of the City.

## **OTHER INFORMATION**

## **Independent Audit**

For 2002, the Auditor of the State of Ohio has audited the accompanying general purpose financial statements. Their report is included herein.

### Certificate of Achievement

During 2002, 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 Norwood for our CAFR for the fiscal year ended December 31, 2001. The Certificate of Achievement is a prestigious national award recognizing conformance with the highest standards for preparation of state and local government financial reports. In order to be awarded a Certificate of Achievement, a governmental unit must publish an easily readable and efficiently organized CAFR, the contents of which conform to program standards. Such reports must satisfy both generally accepted accounting principles and applicable legal requirements. A Certificate of Achievement is valid for a one-year period.

This is the seventh year that the City has received this prestigious award. We believe our current report continues to conform to the Certificate of Achievement Program requirements, and we are submitting it to the GFOA for their review.

### ACKNOWLEDGMENTS

The preparation of this CAFR could not have been accomplished without the efficient and dedicated services of the entire staff of the Auditor's Office. In particular I would like to express my sincere appreciation to Deputy Auditor Janet Kennedy, without whom this report would not have been possible. Due credit also should be given to the City Administration for their interest and support in planning and conducting the operations of the City in a responsible and progressive manner.

**Respectfully,**

A handwritten signature in black ink, appearing to read "Donnie R. Jones", with a long horizontal line extending to the right.

**Donnie R. Jones, CFA**  
**Auditor of City of Norwood**

# Certificate of Achievement for Excellence in Financial Reporting

Presented to

City of Norwood,  
Ohio

For its Comprehensive Annual  
Financial Report  
for the Fiscal Year Ended  
December 31, 2001

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.



President

Executive Director

## CERTIFICATE OF ACHIEVEMENT

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 Norwood, Ohio for its Comprehensive Annual Financial Report (CAFR) for the fiscal year ended December 31, 2001. This was the eighth consecutive year that the government has achieved this prestigious award.

In order to be awarded a Certificate of Achievement, a government must publish an easily readable and efficiently organized comprehensive annual financial report. This report must satisfy both generally accepted accounting principles and applicable legal requirements.

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

# CITY OF NORWOOD, OHIO

## PUBLIC OFFICIALS

### MAYOR

Joseph H. Hochbein

### AUDITOR

Donnie R. Jones

### TREASURER

Timothy Molony

### LAW DIRECTOR

Victoria D. Garry

### PRESIDENT OF COUNCIL

Jane Grote

### COUNCIL MEMBERS

Maryann Burwinkel  
Keith Moore  
John Fenton

Joseph W. Sanker  
Michael Fulmer  
Casandra Brown

Thomas Williams  
Joseph C. Geers  
William DeLuca

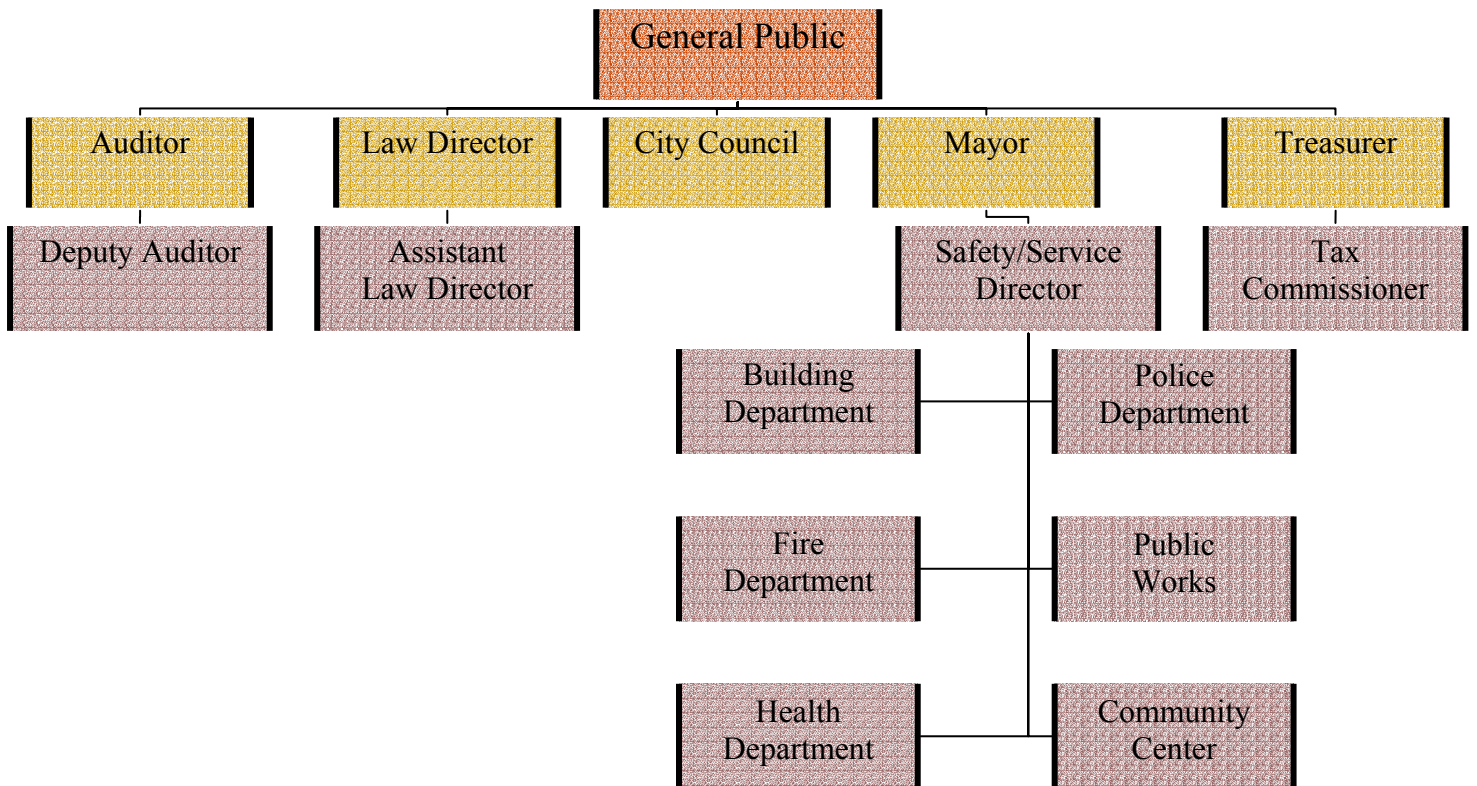
### APPOINTED OFFICIALS

Deputy Auditor  
Assistant Law Director  
Director Public Safety/Service  
Tax Commissioner  
Building Commissioner  
Police Chief  
Fire Chief  
Superintendent of Public Works  
Health Commissioner  
Community Center Director  
Community Development Director  
Planning Director  
Clerk of Courts

Janet Kennedy  
Theodore Kiser  
Jack Cameron  
John Hanrahan  
Daniel Bly  
William Schlie  
Curtis Goodman  
Victor Schneider  
Donna Laake  
Jerry Osterman  
Richard Dettmer  
Susan Roschke  
Mary Grubbs



City of Norwood  
Chart of Organization  
December 31, 2002



# **Financial Section**



**Auditor of State  
Betty Montgomery**

June 5, 2003

**INDEPENDENT ACCOUNTANTS' REPORT**

City of Norwood  
Hamilton County  
4645 Montgomery Road  
Norwood, Ohio 45212

To the Members of City Council:

We have audited the accompanying general purpose financial statements of the City of Norwood, Hamilton County, Ohio, (the City) as of and for the year ended December 31, 2002, as listed in the table of contents. These general purpose financial statements are the responsibility of the City's management. Our responsibility is to express an opinion on these general purpose 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 opinion.

In our opinion, the general purpose financial statements referred to above present fairly, in all material respects, the financial position of the City of Norwood, Hamilton County, Ohio, as of December 31, 2002, and the results of its operations and the cash flows of its proprietary fund type for the year then ended in conformity with accounting principles generally accepted in the United States of America.

In accordance with Government Auditing Standards, we have also issued our report dated June 5, 2003 on our consideration of the Government's internal control over financial reporting and our tests of its compliance with certain provisions of laws, regulations, contracts and grants. That report is an integral part of an audit performed in accordance with Government Auditing Standards and should be read in conjunction with this report in considering the results of our audit.

250 W. Court St. / Suite 150 E / Cincinnati, OH 45202  
Telephone: (513) 361-8550 (800) 368-7419 Fax: (513) 361-8577  
[www.auditor.state.oh.us](http://www.auditor.state.oh.us)

The combining and individual fund and account group financial statements and schedules listed in the table of contents are presented for additional analysis and are not a required part of the general purpose financial statements. We subjected this information to the auditing procedures applied in the audit of the general purpose financial statements. In our opinion, it is fairly presented in all material respects, in relation to the general purpose financial statements taken as a whole.

We did not audit the data included in the introductory and statistical sections of this report and therefore express no opinion thereon.



BETTY MONTGOMERY  
Auditor of State

June 5, 2003

**GENERAL PURPOSE  
FINANCIAL STATEMENTS**

**CITY OF NORWOOD, OHIO**  
**Combined Balance Sheet - All Fund Types and Account Groups**  
December 31, 2002

	Governmental Fund Types			
	General	Special Revenue	Debt Service	Capital Projects
<b><u>Assets and Other Debits</u></b>				
Cash and Cash Equivalents	\$ 1,160,494	\$ 1,191,510	\$ 9,515	\$ 138,776
Receivables:				
Taxes	4,531,360			
Accounts, Net	659,483	363,928		
Special Assessment			4,808,032	
Interest		706		
Investments		123,502		
Inventory	7,328	2,400		
Restricted Assets - Cash Equivalents				
Fixed Assets:				
Land and Improvements				
Buildings				
Accumulated Depreciation				
Machinery and Equipment				
Accumulated Depreciation				
Licensed Vehicles				
Accumulated Depreciation				
Amount Available in the Debt Service Fund				
Amount to be Provided for Retirement of General Long-Term Obligations				
Total Assets and Other Credits	\$ 6,358,665	\$ 1,682,046	\$ 4,817,547	\$ 138,776
<b><u>Liabilities, Equity and Other Credits</u></b>				
Liabilities				
Accounts Payable	\$ 121,199	\$ 46,622		\$ 2,073
Accrued Wages and Benefits Payable	1,270,312	65,637		
Due to Others				
Deferred Revenue	3,817,579	249,796	4,808,032	
Estimated Liability for Compensated Absences		57		
Estimated Liability for Unpaid Claims				
Deposits Payable from Restricted Assets				
Loan Payable				
Obligations under Capital Leases				
General Obligation Bonds Payable				
Special Assessment Debt				
Police and Fire Pension Liability				
Total Liabilities	5,209,090	362,112	4,808,032	2,073
Equity and Other Credits				
Investments in General Fixed Assets				
Retained Earnings				
Unreserved				
Fund Balance				
Reserved for Encumbrances	98,777	136,329		
Reserved in Accordance with Trusts				
Unreserved				
Undesignated	1,050,798	1,183,605	9,515	136,703
Total Equity and Other Credits	1,149,575	1,319,934	9,515	136,703
Total Liabilities, Equity and Other Credits	\$ 6,358,665	\$ 1,682,046	\$ 4,817,547	\$ 138,776

The accompanying notes to the financial statements are an integral part of this statement.

<u>Proprietary Fund Type</u>	<u>Fiduciary Fund Types</u>	<u>Account Groups</u>		<u>Totals (Memorandum Only)</u>
		<u>General Fixed Assets</u>	<u>General Long-Term Obligations</u>	
<u>Enterprise</u>	<u>Trust and Agency</u>			
\$ 1,130,582	\$ 369,412	\$	\$	4,000,289
				4,531,360
588,976	488,847			2,101,234
				4,808,032
				706
				123,502
34,260				43,988
43,010				43,010
		1,506,178		1,506,178
54,890		4,039,431		4,094,321
(54,890)				(54,890)
2,600,491		2,935,291		5,535,782
(1,097,136)				(1,097,136)
165,698		3,047,623		3,213,321
(100,304)				(100,304)
			9,515	9,515
			16,481,833	16,481,833
<u>\$ 3,365,577</u>	<u>\$ 858,259</u>	<u>\$ 11,528,523</u>	<u>\$ 16,491,348</u>	<u>\$ 45,240,741</u>
\$ 185,660	\$	\$	\$	355,554
30,717				1,366,666
	855,675			855,675
				8,875,407
8,159			3,257,949	3,266,165
			20,000	20,000
43,010				43,010
255,913				255,913
			412,987	412,987
			5,890,105	5,890,105
			2,844,489	2,844,489
			4,065,818	4,065,818
<u>523,459</u>	<u>855,675</u>		<u>16,491,348</u>	<u>28,251,789</u>
		11,528,523		11,528,523
2,842,118				2,842,118
				235,106
	2,584			2,584
				2,380,621
<u>2,842,118</u>	<u>2,584</u>	<u>11,528,523</u>		<u>16,988,952</u>
<u>\$ 3,365,577</u>	<u>\$ 858,259</u>	<u>\$ 11,528,523</u>	<u>\$ 16,491,348</u>	<u>\$ 45,240,741</u>

## CITY OF NORWOOD, OHIO

Combined Statement of Revenue, Expenditures and Changes in Fund Balances  
**All Governmental Fund Types and Expendable Trust Funds**  
 For the Year Ended December 31, 2002

	Governmental Fund Types		
	General	Special Revenue	Debt Service
<b>Revenue</b>			
Taxes	\$ 13,200,697	\$ 478,501	\$
Charges for Services	572,039	165,267	
Intergovernmental Revenue	1,303,056	823,980	
Fines, Licenses and Permits	573,456	16,091	
Special Assessments			369,848
Donations	43,178	1,253	
Miscellaneous	171,569	194,123	14,587
Total Revenue	15,863,995	1,679,215	384,435
<b>Expenditures</b>			
Current:			
General Government	3,326,857	1,118,828	
Public Safety	10,419,418	211,279	
Community Environment	355,927	701,457	
Highways and Streets	126,653	648,248	
Public Health	409,557	25,117	
Waste Removal	827,698		
Capital Outlay		125,608	
Debt Service:			
Principal Retirement		210,000	651,472
Interest			606,207
Total Expenditures	15,466,110	3,040,537	1,257,679
Excess of Revenue Over (Under) Expenditures	397,885	(1,361,322)	(873,244)
Other Financing Sources (Uses):			
Stock Proceeds	2,026,083		
Operating Transfers In		1,412,055	873,321
Operating Transfers (Out)	(2,643,329)		
Total Other Financing Sources (Uses)	(617,246)	1,412,055	873,321
Excess (Deficiency) of Revenue and Other Financing Sources over (under) Expenditures and Other Uses	(219,361)	50,733	77
Fund Balances, January 1	1,368,936	1,269,201	9,438
Fund Balances, December 31	\$ 1,149,575	\$ 1,319,934	\$ 9,515

The accompanying notes to the financial statements are an integral part of this statement.



<u>Capital Projects</u>	<u>Fiduciary Fund Type Expendable Trust</u>	<u>Total (Memorandum Only)</u>
\$	\$	\$
		13,679,198
		737,306
986,154		3,113,190
		589,547
		369,848
		44,431
37,507		417,786
<u>1,023,661</u>		<u>18,951,306</u>
		4,445,685
		10,630,697
		1,057,384
		774,901
		434,674
		827,698
1,229,335		1,354,943
349,571		1,211,043
31,313		637,520
<u>1,610,219</u>		<u>21,374,545</u>
(586,558)		(2,423,239)
		2,026,083
357,953		2,643,329
		<u>(2,643,329)</u>
<u>357,953</u>		<u>2,026,083</u>
(228,605)		(397,156)
365,308	2,584	3,015,467
<u>\$ 136,703</u>	<u>\$ 2,584</u>	<u>\$ 2,618,311</u>

## CITY OF NORWOOD, OHIO

### Combined Statement of Revenue, Expenditures and Changes in Fund Balances Budget (Non-GAAP Budgetary Basis) and Actual - Governmental Funds

For the Year Ended December 31, 2002

	General Fund		
	Budget	Actual	Variance Favorable (Unfavorable)
<u>Revenue</u>			
Taxes	\$ 13,192,513	13,210,657	\$ 18,144
Special Assessments			
Intergovernmental Revenue	1,261,539	1,248,539	(13,000)
Charges for Services	566,690	568,683	1,993
Fines, Licenses and Permits	555,321	573,456	18,135
Donations	43,178	43,178	
Miscellaneous	229,687	171,569	(58,118)
Total Revenue	15,848,928	15,816,082	(32,846)
<u>Expenditures</u>			
General Government	3,688,452	3,351,389	337,063
Public Safety	10,449,328	10,409,992	39,336
Community Environment	369,127	364,055	5,072
Highways and Streets	135,895	135,074	821
Public Health	410,195	408,460	1,735
Waste Removal	843,568	827,932	15,636
Capital Outlay			
Debt Service:			
Principal Retirement			
Interest			
Total Expenditures	15,896,565	15,496,902	399,663
Excess of Revenue Over (Under) Expenditures	(47,637)	319,180	366,817
Other Financing Sources (Uses):			
Stock Proceeds	2,026,083	2,026,083	
Operating Transfers In			
Operating Transfers (Out)	(2,643,329)	(2,643,329)	
Total Other Financing Sources (Uses)	(617,246)	(617,246)	
Excess of Revenue Over (Under) Expenditures and Other Financing Sources (Uses)	(664,883)	(298,066)	366,817
Cancellation of Prior Year Encumbrances	109,666	109,666	
Fund Balances, January 1	637,809	637,809	
Fund Balances, December 31	\$	\$ 449,409	\$ 366,817

(Continued)

The accompanying notes to the financial statements are an integral part of this statement.

(Continued)

Special Revenue Funds			Debt Service Fund		
Budget	Actual	Variance Favorable (Unfavorable)	Budget	Actual	Variance Favorable (Unfavorable)
\$ 534,413	\$ 534,417	\$ 4	\$ 369,848	\$ 369,848	\$
468,931	483,408	14,477			
581,315	582,143	828			
16,193	16,091	(102)			
12,503	12,503				
159,078	162,497	3,419	12,466	14,587	2,121
<u>1,772,433</u>	<u>1,791,059</u>	<u>18,626</u>	<u>382,314</u>	<u>384,435</u>	<u>2,121</u>
1,381,215	1,281,967	99,248			
377,299	219,076	158,223			
758,179	673,338	84,841			
729,634	701,062	28,572			
75,244	40,068	35,176			
549,732	169,222	380,510			
210,000	210,000		651,473	651,473	
			613,600	606,206	7,394
<u>4,081,303</u>	<u>3,294,733</u>	<u>786,570</u>	<u>1,265,073</u>	<u>1,257,679</u>	<u>7,394</u>
(2,308,870)	(1,503,674)	805,196	(882,759)	(873,244)	9,515
1,412,055	1,412,055		873,321	873,321	
<u>1,412,055</u>	<u>1,412,055</u>		<u>873,321</u>	<u>873,321</u>	
(896,815)	(91,619)	805,196	(9,438)	77	9,515
172,752	172,752				
<u>1,003,177</u>	<u>1,003,177</u>		<u>9,438</u>	<u>9,438</u>	
<u>\$</u>	<u>\$ 1,084,310</u>	<u>\$ 805,196</u>	<u>\$</u>	<u>\$ 9,515</u>	<u>\$ 9,515</u>

(Continued)

## CITY OF NORWOOD, OHIO

### Combined Statement of Revenue, Expenditures and Changes in Fund Balances Budget (Non-GAAP Budgetary Basis) and Actual - Governmental Funds

For the Year Ended December 31, 2002

(Continued)

	Capital Project Funds		
	Budget	Actual	Variance Favorable (Unfavorable)
<u>Revenue</u>			
Taxes	\$	\$	\$
Special Assessments			
Intergovernmental Revenue	986,154	986,154	
Charges for Services			
Fines, Licenses and Permits			
Donations			
Miscellaneous	37,507	37,507	
<b>Total Revenue</b>	<b>1,023,661</b>	<b>1,023,661</b>	
<u>Expenditures</u>			
Current:			
General Government			
Public Safety			
Community Environment			
Highways and Streets			
Public Health			
Waste Removal			
Capital Outlay	1,686,801	1,558,820	127,981
Debt Service:			
Principal Retirement			
Interest			
<b>Total Expenditures</b>	<b>1,686,801</b>	<b>1,558,820</b>	<b>127,981</b>
<b>Excess of Revenue Over (Under) Expenditures</b>	<b>(663,140)</b>	<b>(535,159)</b>	<b>127,981</b>
Other Financing Sources (Uses):			
Stock Proceeds			
Operating Transfers In	357,953	357,953	
Operating Transfers (Out)			
<b>Total Other Financing Sources (Uses)</b>	<b>357,953</b>	<b>357,953</b>	
<b>Excess of Revenue Over (Under) Expenditures and Other Financing Sources (Uses)</b>	<b>(305,187)</b>	<b>(177,206)</b>	<b>127,981</b>
Cancellation of Prior Year Encumbrances	57,382	57,382	
<b>Fund Balances, January 1</b>	<b>247,805</b>	<b>247,805</b>	
<b>Fund Balances, December 31</b>	<b>\$</b>	<b>\$</b> 127,981	<b>\$</b> 127,981

(Continued)

The accompanying notes to the financial statements are an integral part of this statement.

Totals (Memorandum Only)

Budget	Actual	Variance Favorable (Unfavorable)
\$ 13,726,926	\$ 13,745,074	\$ 18,148
369,848	369,848	
2,716,624	2,718,101	1,477
1,148,005	1,150,826	2,821
571,514	589,547	18,033
55,681	55,681	
438,738	386,160	(52,578)
<u>19,027,336</u>	<u>19,015,237</u>	<u>(12,099)</u>
5,069,667	4,633,356	436,311
10,826,627	10,629,068	197,559
1,127,306	1,037,393	89,913
865,529	836,136	29,393
485,439	448,528	36,911
843,568	827,932	15,636
2,236,533	1,728,042	508,491
861,473	861,473	
613,600	606,206	7,394
<u>22,929,742</u>	<u>21,608,134</u>	<u>1,321,608</u>
(3,902,406)	(2,592,897)	1,309,509
2,026,083	2,026,083	
2,643,329	2,643,329	
<u>(2,643,329)</u>	<u>(2,643,329)</u>	
<u>2,026,083</u>	<u>2,026,083</u>	
(1,876,323)	(566,814)	1,309,509
339,800	339,800	
<u>1,898,229</u>	<u>1,898,229</u>	
<u>\$</u>	<u>\$ 1,671,215</u>	<u>\$ 1,309,509</u>

# CITY OF NORWOOD, OHIO

## Statement of Revenue, Expenses and Changes in Retained Earnings

### Proprietary Fund Type

For the Year Ended December 31, 2002

(With Comparative Totals For 2001)

	Enterprise Fund
<u>Operating Revenue:</u>	
Charges for Services	\$ 2,525,615
Total Operating Revenue	<u>2,525,615</u>
 <u>Operating Expenses:</u>	
Personal Services	407,909
Contractual Services	2,156,037
Materials and Supplies	68,465
Depreciation	46,257
Other	<u>63,469</u>
Total Operating Expenses	<u>2,742,137</u>
Operating Income (Loss)	<u>(216,522)</u>
 <u>Non-Operating Revenue (Expense):</u>	
Interest	(8,408)
Other	<u>0</u>
Total Non-Operating Revenue (Expense)	<u>(8,408)</u>
Net Income (Loss)	<u>(224,930)</u>
Retained Earnings, January 1	<u>3,067,048</u>
Retained Earnings, December 31	<u>\$ 2,842,118</u>

The accompanying notes to the financial statements are an integral part of this statement.

**CITY OF NORWOOD, OHIO**  
Statement of Cash Flows  
**Proprietary Fund Type**  
For the Year Ended December 31, 2002  
(With Comparative Totals For 2001)

<u>Cash Flows from Operating Activities:</u>	Enterprise Fund
Cash Received from Customers	\$ 2,515,814
Cash Payments for Goods and Services	(2,191,770)
Cash Payments to Employees	(420,498)
Other	0
Net Cash Used By Operating Activities	(96,454)
<u>Cash Flows from Capital and Related Financing Activities:</u>	
Interest	(8,408)
Repayment of Loan Payable	(32,397)
Acquisition of Fixed Assets	(17,920)
Net Cash Used for Capital and Related Financing Activities	(58,725)
Net Decrease in Cash	(155,179)
Cash at Beginning of Year	1,328,771
Cash at End of Year	\$ 1,173,592
<u>Reconciliation of Operating Income (Loss) to Net Cash Provided by Operating Activities:</u>	
Operating Income (Loss)	\$ (216,522)
Adjustments to Reconcile Operating Income to Net Cash Provided by Operating Activities:	
Depreciation Expense	46,257
Other Revenue	0
(Increase) Decrease in Accounts Receivable	(12,483)
Increase in Inventory	7,529
Increase (Decrease) in Accounts Payable	88,672
Increase in Accrued Wages and Benefits	(1,078)
Increase (Decrease) in Estimated Liability for Compensated Absences	(11,511)
Increase in Deposits Payable	2,682
Total Adjustments	120,068
Net Cash Used by Operating Activities	\$ (96,454)

Reconciliation of total cash:

Cash \$1,130,582 + Restricted Assets \$43,010 = Total Cash \$1,173,592.

The accompanying notes to the financial statements are an integral part of this statement.

## **Notes to Financial Statements**

- 1) SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES
- 2) DEPOSITS WITH FINANCIAL INSTITUTIONS AND INVESTMENTS
- 3) RECEIVABLES
- 4) TAXES
- 5) CHANGES IN FIXED ASSETS
- 6) LONG-TERM OBLIGATIONS
- 7) CAPITAL LEASES
- 8) CONTINGENCIES
- 9) RISK MANAGEMENT
- 10) PENSION AND RETIREMENT
- 11) U.D.A.G. LOAN RECEIVABLE
- 12) C-9 TRUST
- 13) DEFICIT FUND BALANCES
- 14) COMPLIANCE AND ACCOUNTABILITY



# CITY OF NORWOOD, OHIO

## NOTES TO FINANCIAL STATEMENTS

For the year ended December 31, 2002

### 1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

The City of Norwood, Ohio (the City) was incorporated in 1888 as a political subdivision of the State of Ohio established for the purpose of exercising the rights and privileges conveyed to it by the constitution and laws of the State of Ohio. The City operates under the Council-Mayor form of government and provides the following services: public safety (police and fire), highways and streets, sanitation, health and social services, culture-recreation, public improvements, planning and zoning and general administrative services.

#### **Reporting Entity**

The accompanying general purpose financial statements comply with the provisions of the Governmental Accounting Standards Board (the GASB) Statement No. 14, "The Financial Reporting Entity", in that the financial statements include all of the primary government, as well as its component units, which are legally separate organizations for which the elected officials of the primary government are financially accountable. Financial accountability is defined as the appointment of a voting majority of the component unit's governing body and either (1) the City's ability to impose its will over the component unit, or (2) the potential that the component unit will provide a financial benefit to or impose a financial burden on the City. Based on the foregoing, the City as a reporting entity does not have a blended component unit.

#### **Fund and Account Groups**

The City records its transactions in numerous individual funds and account groups to comply with the limitations and restrictions placed on both the resources made available to the City and the services provided. These financial statements present all of the fund types and account groups of the City. Individual funds and account groups summarized in the accompanying financial statements are classified as follows:

#### **1) Governmental Fund Types**

Governmental funds are used to account for the City's general government activities. Annual appropriations are made by Council action. To assure legal and accounting compliance, the City maintains records showing revenues, actual and accrued expenditures, and encumbrances to assure that budgetary authority is not exceeded.

The governmental fund types include:

*General Fund* - This is the chief operating fund for the City and it is used to account for all revenues and expenditures which are not accounted for in other funds or account groups. The primary sources of revenue for this fund are earnings taxes, property taxes and local government funds.

*Special Revenue Funds* - These funds account for the proceeds of specific revenue sources (other than funds for major capital projects) that are legally restricted to expenditures for specific purposes.

*Debt Service Fund* - This fund is used to account for principal and interest on general obligation bonds paid principally from taxes levied by the City. It also accounts for the servicing of general obligation special assessment bonds.

*Capital Project Funds* - These funds are used primarily to account for resources designated to construct or acquire general fixed assets. Such resources are derived principally from proceeds of general obligation debt and from subsidies from the general fund and state grants. It is the City's policy to use the proceeds derived from the sale of bonds only for the capital improvement purpose detailed in the bond authorizing ordinance and in accordance with state statutes. Any premium and accrued interest received from the sale of bonds is deposited into the debt service fund.

## 2) **Proprietary Funds**

*Enterprise Funds* - These funds account for operations of entities that provide services, on a user charge or other basis, to the general public or private organizations. The City has one such Enterprise Fund, which is the Water Fund.

## 3) **Fiduciary Fund Types**

*Trust and Agency Funds* - These funds are used to account for assets held by the City in a fiduciary capacity. These funds include expendable trust funds and agency funds. Expendable Trust Funds are utilized to account for assets held by the city in a fiduciary capacity where both the principal and interest may be spent.

## 4) **Fixed Assets**

*General Fixed Assets* - Fixed assets acquired or constructed for general governmental services are recorded as expenditures in the fund making the expenditure and capitalized in the general fixed assets account group. These assets are capitalized at historical cost, or estimated values which approximate historical cost. The cost of infrastructure is not included in the general fixed assets account group. Accumulated depreciation is not reported on general fixed assets.

*Proprietary Fund Type* - Fixed assets in the proprietary fund are stated at historical cost, or estimated values which approximate historical cost. The estimated fair market value at the time of acquisition is used for assets contributed. Depreciation is calculated using the straight-line method over the assets' estimated useful lives. The following lives are used:

Buildings	45-60 years
Machinery and Equipment	3-20 years
Licensed Vehicles	3-10 years

All fixed assets under construction and intended for ultimate use by a proprietary fund are recorded at historical cost in the applicable proprietary fund.

## 5) **General Long-Term Obligations**

All unmatured long-term indebtedness is reported in the general long-term obligations account group. The general obligation bonds are secured by the full faith and credit of the City. The special assessment bonds are secured by the value of the property assessed and are also general obligations of the City. In addition to the unmatured general long-term indebtedness, it is the City's policy to record long-term liabilities of the governmental funds in the general long-term obligations account group for compensated absences, obligations under capital leases, estimated claims and judgments, and unfunded pension costs representing the City's commitment to fund such costs from future operations.

## **Measurement Focus/Basis of Accounting**

The accounting and financial reporting treatment applied to a fund is determined by its measurement focus. The governmental fund types and Expendable Trust Funds utilize the flow of current financial resources measurement focus. With this measurement focus, only current assets and current liabilities are generally included on the balance sheet. Operating statements of these funds present increases (i.e., revenues and other financing sources) and decreases (i.e., expenditures and other financing uses) in net current assets. The Proprietary Fund is accounted for on a flow of economic resources measurement focus. With this measurement focus, all assets and all liabilities associated with the operation of these funds are included on the balance sheet. Fund equity (i.e., net total assets) is segregated into contributed capital and retained earnings components. Proprietary funds' operating statements present increases (e.g., revenue) and decreases (e.g., expenses) in net total assets.

Basis of accounting refers to when revenues and expenditures or expenses are recognized in the accounts and reported in the financial statements. Basis of accounting relates to the timing of the measurements made. The modified accrual basis of accounting is followed for the governmental agency and expendable funds. The full accrual basis of accounting is followed for the proprietary fund types.

Revenue resulting from exchange transactions, in which each party gives and receives essentially equal value, is recorded on the on accrual basis when the exchange takes place. On a modified accrual basis, revenue is recorded in the fiscal year in which the resources are measurable and become available. Available means that the resources will be collected within the current fiscal year or are expected to be collected soon enough thereafter to be used to pay liabilities of the current fiscal year. For the City, available means expected to be received within thirty days of year-end.

Non-exchange transactions, in which the City receives value without directly giving equal value in return, include property taxes, grants, entitlements and donations. On an accrual basis, revenue from property taxes is recognized in the fiscal year for which the taxes are levied. Revenue from grants, entitlements and donations is recognized in the fiscal year in which all eligibility requirements have been satisfied. Eligibility requirements include timing requirements, which specify the year when the resources are required to be used or the fiscal year when use is first permitted, matching requirements, in which the City must provide local resources to be used for a specified

purpose, and expenditures requirements, in which the resources are provided to the City on a reimbursement basis. On a modified accrual basis, revenue from non-exchange transactions must also be available before it can be recognized.

Under the modified accrual basis, the following revenue sources are considered to be both measurable and available at fiscal year-end: income taxes, and intergovernmental revenue.

Deferred revenue arises when assets are recognized before revenue recognition criteria have been satisfied.

Property taxes for which there is an enforceable legal claim as of December 31, 2002, but which were levied to finance fiscal year 2003 operations, have been recorded as deferred revenue. Grants and entitlements received before eligibility requirements are met are also recorded as deferred revenue. On a modified accrual basis, receivable that will not be collected within the available period have also been reported as deferred revenue.

Under modified accrual basis, expenditures are recorded when the related fund liability is incurred, except for unmatured interest on general long-term debt, which is recognized when due, and certain compensated absences which are recognized when the obligations are expected to be liquidated with expendable available financial resources. Allocations of cost, such as depreciation and amortization, are not recognized under the modified accrual basis.

On the accrual basis of accounting, expenses are recognized at the time they are incurred.

### **Budgetary Data**

Operating budgets are legally adopted each fiscal year for all funds except the C-9 Trust special revenue fund, Trust and Agency funds. The Combined Statement of Revenue, Expenditures and Changes in Fund Balances - Budget (Non-GAAP Budgetary Basis) and Actual include all governmental funds. This financial statement was prepared using the budgetary basis of accounting. Encumbrances are included as expenditures (Non-GAAP).

The budgetary process begins at least six months prior to the calendar year for which the budget is to be adopted, with the City certifying the proposed budget to the County Auditor by July 20 or as extended by the County Auditor. By January 1, City Council may adopt annual or temporary appropriation measures using, in part, the official certificate of estimated resources approved by the County Budget Commission and tax rates certified by the County Auditor. By April 1, City Council must adopt annual appropriation ordinances. Appropriations lapse at year end.

The levels of appropriation control for the General Fund, and certain other Special Revenue Funds, including the Street Maintenance and Repair Fund, State Highway Fund, Economic Development Fund, and Paramedic Fund, for each budgeted expenditure classification that may not be exceeded are: personal services, contractual, materials & supplies, and other. The levels of appropriation control for the budgeted expenditures that may not be exceeded in the Debt Service Fund are principal retirement and interest. All other city funds are appropriated in total by fund. Any revisions that alter the budgeted expenditure classification of any division within a City department must be approved by City Council. During the year, several supplementary appropriations were necessary. Encumbrances do not lapse at year-end and are included as expenditures in the current year budget (Non-GAAP Budgetary Basis)

The adjustments necessary to convert the results of operations and fund balances at the end of the year from the generally accepted accounting principles (GAAP) basis to the non-GAAP budgetary basis are as follows:

	Sources Over (Under) Expenditures and Other Uses			Fund Balances December 31, 2002		
	General Fund	Special Revenue Funds	Capital Project Funds	General Fund	Special Revenue Funds	Capital Project Funds
As Reported (GAAP Basis)	\$(177,584)	\$150,778	\$(228,605)	\$1,149,575	\$1,319,934	\$136,703
Increase (Decrease) due to:						
Inventory	(1,585)	(100)		(7,328)	(2,400)	
Revenues:						
Received in 2003 and Earned in 2002	1,283,573	116,728				
Received in 2003 and Earned in 2002	(1,373,264)	(114,132)		(1,373,264)	(114,838)	
Expenditures:						
Accrued December 31, 2001 and Paid in 2002	(1,394,785)	(185,855)	(105,532)	1,391,511		
Accrued December 31, 2002 and Paid in 2003	1,391,511	112,316	2,073		112,316	2,073
Current Year Encumbrances	(698,976)	(182,725)	(3,795)	(698,976)	(182,725)	(3,795)
Prior Year Encumbrances				(12,109)	(47,977)	(7,000)
Unbudgeted Fund		(706)				
Expenditures related to Prior Year Encumbrances	<u>673,044</u>	<u>12,077</u>	<u>158,653</u>			
(Non-GAAP) Budgetary Basis	<u>\$<u>(298,067)</u></u>	<u>\$<u>(91,619)</u></u>	<u>\$<u>(177,206)</u></u>	<u>\$<u>449,409</u></u>	<u>\$<u>1,084,310</u></u>	<u>\$<u>127,981</u></u>

### Other Accounting Policies

- A. *Investments* - The investments of the City of Norwood are comprised primarily of time deposits.
- B. *Inventories* - The City does not maintain large inventories of supplies and materials; therefore, inventoriable items are recorded as expenditures when purchased.
- C. *Inter-Fund Transactions* - During the course of normal operations, the City has numerous transactions between funds including transfers of resources to provide services, purchase assets, and pay debt service. The governmental and proprietary fund type financial statements generally reflect such transactions as operating transfers. The General Fund absorbs the costs of providing administrative services to enterprise funds.
- D. *Deferred Revenues* - The City reports deferred revenue on its Combined Balance Sheet - All Fund Types and Account Groups. Deferred revenues arise when potential revenue does not meet the "available" criteria for recognition in the current period. Uncollected property taxes and uncollected special assessments not meeting the availability criteria have been deferred and will be realized and recorded as revenue in a subsequent period.
- E. *Cash* - For purposes of the statement of cash flows, the City of Norwood considers all highly liquid investments, including restricted assets, with an original maturity of three months or less to be cash equivalents.

F. *Total (Memorandum Only)* - The amounts in the Totals (Memorandum Only) columns of the combined financial statements are a summation of the accounts of the fund types and account groups and are presented solely to assist in financial analysis. Data included in the columns do not present financial position, results of operations or cash flows in conformity with GAAP. Eliminations of interfund transactions have not been made, and the data presented is not to be considered consolidated. In addition, the amounts are not to be interpreted as total resources and obligations of the City of Norwood or sources and uses thereof. Comparative data for the prior year has also been provided in the general purpose financial statements in order to provide an understanding of changes in the City's financial position and operations. Certain prior year items have been reclassified to be in conformity with the current year's presentation.

**2. DEPOSITS WITH FINANCIAL INSTITUTIONS AND INVESTMENTS**

The City of Norwood combines the cash balances of individual funds to form a pool of cash and investments. Each fund reports its respective equity in cash as an element of its resources. In addition, several funds separately hold cash and investments. Earnings from the pooled cash and investments are allocated on a monthly basis to each participating fund based on month-end equity balances. The cash account of the Mayor's Court is held separately from those of other City funds.

**Deposits**

Cash deposits of the City as of December 31, 2002, are comprised of the following:

Demand deposit accounts	\$3,743,299
Certificates of deposit	<u>423,502</u>
	<u>\$4,166,801</u>

The bank balance for all City deposits at December 31, 2002 was \$4,795,296. The difference between the bank balance and the amounts recorded by the City is caused by outstanding checks.

The GASB has established credit risk categories for deposits:

Category 1 - Deposits that are insured or collateralized with securities held by the City or its agents in the City's name.

Category 2 - Deposits that are collateralized with securities held by the pledging financial institution's trust department or agent in the City's name.

Category 3 - Deposits that are uncollateralized or collateralized with securities held by the pledging financial institution, or by its trust department or agent but not in the City's name.

Based on the foregoing criteria, at December 31, 2002, \$100,000 of the City's deposits was insured by the FDIC and the remaining \$4,695,296 was uncollateralized as defined by the GASB. These deposits were, however, collateralized with securities held by a financial institution, but not in the City's name.

**Investments**

The State of Ohio statutes authorize the City to invest in obligations of the U.S. Treasury, agencies, and instrumentalities of the U. S. Government, and repurchase agreements. These investments are uninsured and

unregistered, with the securities held by counter party trust department, in the City's name. These amounts can be reconciled to the Combined Balance sheet as follows:

Deposits and investments, as defined by GASB Statement No. 3 and disclosed above:	
Demand deposit accounts	\$3,743,299
Certificates of deposit	423,502
Investments	<u>0</u>
Total	<u>\$4,166,801</u>

Amounts from the Combined Balance sheet are as follows:

Cash	\$4,000,289
Investments	123,502
Restricted Assets - Cash Equivalents	<u>43,010</u>
Total	<u>\$4,166,801</u>

### 3. RECEIVABLES

Accounts Receivable are presented in the general purpose financial statements net of the allowance for uncollectible. The balance of the allowance account of the Water Fund was \$46,530 at December 31, 2002.

### 4. TAXES

#### City Earnings Tax

The locally levied 2.0% earnings tax applies to gross salaries, wages and other personal service compensation earned by residents both in and out of the City and to earnings of nonresidents (except certain transients) earned in the City. It also applies to net income of business organizations for business conducted in the City. The tax is the largest single source of General Fund revenue. Actual collections in 2002 were \$10,124,144.

#### Property Taxes

The assessed valuation of property within the City subject to the levy of ad valorem taxes includes real property, public utilities property and tangible personal property. The assessed value upon which the 2002 levy was based was \$263,722,830, \$19,243,900 and \$67,856,520 for real property, public utility property and tangible personal property, respectively (per Hamilton County Auditor). The City's property taxes are collected by the Hamilton County Auditor and are remitted to the City on a periodic basis. Real property taxes collected in any calendar year are generally levied on assessed values as of January 1 of the preceding year according to the following calendar:

#### Property Tax Calendar - 2003

Lien date	January 1, 2002
Levy date - first half	December 31, 2002
First installment payment due	January 31, 2003
Second installment payment due	June 20, 2003

Assessed values are established by the County Auditor, at no more than 35% of appraised market value. The laws of the State of Ohio presently require that all property be revalued no less than every six years, at any time the County Auditor finds that true or taxable value thereof has changed, and in the third calendar year following the year in which a sexennial reappraisal is completed if ordered by the State Commissioner of Tax Equalization. Real property was reappraised during 1999 with the results affecting collections beginning in 2000. The City

recognized the property taxes due to be paid in 2003 (levied in 2002) as deferred revenue because they are intended to finance the 2003 fiscal year.

Public utilities property taxes in any calendar year are those levied on assessed values as of December 31 of the preceding year. Tangible personal property of public utilities is generally assessed at 100% of true value. Tangible personal property used in business, other than public utilities, is assessed at 25% of true value.

**5. CHANGES IN FIXED ASSETS**

A summary of changes in general fixed assets for 2002 is as follows:

	Balance January 1, 2002		Additions	Deletions	Balance December 31, 2002
Land and Improvements	\$1,527,504	\$		\$21,326	\$1,506,178
Buildings	4,603,237		8,700	572,506	4,039,431
Machinery and Equipment	2,779,361		225,875	69,945	2,935,291
Licensed Vehicles	2,912,377		135,246		3,047,623
<b>Total</b>	<u>\$11,822,479</u>		<u>\$369,821</u>	<u>\$663,777</u>	<u>\$11,528,523</u>

**6. LONG-TERM OBLIGATIONS**

The City's long-term debt outstanding and other long-term obligations are reflected in the general long-term obligations account group. Revenues from all sources have been sufficient to meet all of the City's debt service requirements through December 31, 2002.

**General Long-Term Debt**

The long-term debt consists of general obligation bonds and special assessment debt. The general obligation debt is tax-supported. Annually, City Council authorizes a transfer from the General Fund to the Debt Service Fund to service the tax-supported debt. The special assessment debt is serviced by revenues received from special assessments and is also backed by the full faith and credit of the government as additional security.

**Annual Long-Term Debt Requirements**

The annual requirements to amortize all long-term bonds outstanding as of December 31, 2002, including interest payments, are as presented below:

Year Ending December 31	Total	<u>General Obligation Bonds</u>		<u>Special Assessment Bonds</u>	
		Principal	Interest	Principal	Interest
2003	\$1,255,178	\$562,078	\$323,252	\$128,067	\$241,781
2004	1,202,680	542,384	290,447	138,953	230,896
2005	1,117,703	489,567	258,287	150,764	219,085
2006	1,032,727	430,204	232,674	163,579	206,270
2007	1,032,727	454,374	208,504	177,483	192,366
Thereafter	<u>7,034,759</u>	<u>3,411,498</u>	<u>664,473</u>	<u>2,085,643</u>	<u>873,145</u>
<b>Total</b>	<u>\$12,675,774</u>	<u>\$5,890,105</u>	<u>\$1,977,637</u>	<u>\$2,844,489</u>	<u>\$1,963,543</u>



**Changes in Long-Term Obligations**

During the year ended December 31, 2002, the following changes occurred in liabilities reported in the General Long-Term Obligations Account Group:

	Balance January 1, 2002	Additions	Principal Retirement	Balance December 31, 2002
General Obligations Bonds	\$6,423,544		533,439	5,890,105
Special Assessment Debt	2,962,522		118,033	2,844,489
Estimated Liability for Compensated Absences	3,276,351	2,094,820	2,113,222	3,257,949
Estimated Liability for Unpaid Claims (Note 9)	20,000			20,000
Obligations under Capital Leases (Note 7)	762,558		349,571	412,987
Underpaid Employer Contributions (Note 10)	1,625,580		210,000	1,415,580
Pension Liability (Note 10)	<u>2,690,191</u>	<u>110,203</u>	<u>150,156</u>	<u>2,650,238</u>
Total	<u>\$17,760,746</u>	<u>2,203,784</u>	<u>3,495,245</u>	<u>16,469,285</u>

**General Obligation Bonds and Special Assessment Debt:**

Bonds payable at December 31, 2002, are comprised of the following individual issues:

Description	Rate	Final Maturity	Amount Outstanding
Special Assessment Debt:			
Central Parke Project	8.5%	March 1, 2015	<u>\$2,844,489</u>
General Obligation Bonds:			
Property Acquisition Bonds	5.0%	January 1, 2003	50,000
Recreation and Street Improvement Bonds	6.5%	March 1, 2005	385,893
Various Purpose Bonds	5.38%	September 1, 2013	3,826,890
Acquisition and Building Improvement Bonds	5.95%	March 1, 2014	<u>1,627,323</u>
Total			<u>8,734,595</u>

During 1994, the City entered into a loan agreement with the Ohio Public Works Commission to help fund improvement of the water distribution system. The interest rate on the loan is 3% and the maturity date is January 1, 2010. Debt service requirements for principal and interest on this loan are as follows:

Years Ending December 31,	Principal	Interest	Total
2003	\$16,564	\$3,839	\$20,403
2004	33,876	6,928	40,804
2005	34,900	5,904	40,804
2006	35,955	4,850	40,805
2007	37,042	3,763	40,805
Thereafter	<u>97,577</u>	<u>4,434</u>	<u>102,011</u>
Total	<u>\$255,914</u>	<u>\$29,718</u>	<u>\$285,632</u>

The Ohio Revised Code provides that the net debt of a municipal corporation, when approved by the electors, shall not exceed 10.5% of the total value of all property in the municipal corporation as listed and assessed for taxation. In addition, the unvoted net debt of municipal corporations cannot exceed 5.5% of the total taxable value of property. The statutory limitations on debt are measured by a direct ratio of net debt to tax valuations and expressed in terms of a percentage. At December 31, 2002, the City had \$5,890,105 of "total net debt." Special assessment bonds are excluded in calculating the total net indebtedness of the City.

The Ohio Revised Code specifies that all special assessment debt is general obligation debt. All special assessment bond issues are, therefore, backed by the full faith and credit of the City.

The primary responsibility for the annual payments to special assessment bond holders is with the property owners on whose behalf the City has issued special assessment debt. The special assessments which cover both principal and interest due are collected by the Hamilton County Auditor each year with the property owners' tax payments. The collections are then sent to the City which pays the principal and interest due.

In the event of a default, a lien is put on the property and it is eventually sold by the county at a tax sale. The City is then reimbursed for any special assessment bond payments it makes.

**Compensated Absences**

GASB Statement No. 16 requires state and local governments to recognize the liabilities associated with employees' compensated absences. The following obligations have been included in the estimated liabilities for compensated absences.

- Vacation- Vacation benefits are considered to be vested benefits of the employees. The obligation at December 31, 2002 for vacation benefits of governmental fund employees is approximately \$812,042.
- Sick Leave- Sick leave benefits are considered to be vested benefits of the employees. It is estimated that the vested sick leave liability as of December 31, 2002 that would be paid as a retirement or death benefit is approximately \$1,704,537.
- Compensatory Time- Employees paid from governmental funds are permitted to accumulate compensatory time for work in excess of their normal forty hour work week. The amount of this obligation at December 31, 2002 is approximately \$741,371.

The following is a Summary of the Changes in the Estimated Liability for Compensated Absences of the City of Norwood for the year ended December 31, 2002.

	<u>Accrued Vacation</u>	<u>Sick Pay</u>	<u>Compensatory Time</u>	<u>Total</u>
Estimated Liability for Compensated Absences, January 1, 2002	\$838,953	\$1,724,425	\$712,973	\$3,276,351
Earned During 2002	995,238	399,727	699,855	2,094,820
Used/forfeited During 2002	1,022,149	419,615	671,458	2,113,222
Estimated Liability for Compensated Absences, December 31, 2002	<u>\$812,042</u>	<u>\$1,704,537</u>	<u>\$741,370</u>	<u>\$3,257,949</u>

**7. CAPITAL LEASES**

The City has capitalized leases for property and equipment in accordance with Financial Accounting Standards Board Statement No. 13 with the obligation recorded at the present value of future rental payments. The related assets are included in the general fixed assets account group. The amount of fixed assets under capital lease is \$1,746,180 at December 31, 2002.

The following is a schedule of future minimum payments on capital leases and the present value of the

net minimum lease payments at December 31, 2002:

Year	<u>General Long-Term Obligations</u>
2003	\$261,013
2004	117,273
2005	27,396
2006	27,396
2007	4,566
Total Minimum Lease Payments	<u>437,644</u>
Less: Amount Representing Interest	24,657
Present Value of Net Minimum Lease Payments	<u>\$412,987</u>
<u>Capital Lease Payments-2002</u>	<u>\$380,884</u>

## 8. CONTINGENCIES

There are pending against the City various claims and lawsuits arising in the normal course of operations. Management is of the opinion that any resulting liability from these claims and lawsuits will not have a material adverse effect upon the City's financial condition.

The City has received state grants for specific purposes that are subject to review by the grantor agencies. Such reviews could lead to requests for reimbursements to the grantor agency for expenditures disallowed under the terms of the grant. City management believes such disallowances, if any, will be minor.

## 9. RISK MANAGEMENT

The City is exposed to various risks of loss related to torts; theft of, damage to, or destruction of assets; errors and omissions; injuries to employees; employee health claims; unemployment compensation claims; a certain portion of retiree health claims and environmental damage. The City maintains a comprehensive all risk property insurance program administered by the Ohio Municipal League that provides insurance coverage for all City property. This insurance program is to cover losses due to theft of, damage to, or destruction of assets, purchases general liability insurance for specific operations and professional liability insurance for certain operations. The City also participates in the State of Ohio Workers Compensation program for on-duty injuries to employees. There has been no reduction in insurance coverage from 2001. Insurance settlements for claims resulting from the risks covered by commercial insurance have not exceeded the insurance coverage in any of the past three years. State law authorizes the issuance of judgment bonds to settle claims. The City's available legal debt margin of \$15,288,318 at December 31, 2002, is considered adequate for catastrophic loss coverage.

Changes in the balances of claims liabilities during 2002 and 2001 are as follows:

	<u>General Fund</u>		<u>General Fund Long-Term Obligations</u>	
	<u>2002</u>	<u>2001</u>	<u>2002</u>	<u>2001</u>
Balances at January 1,	\$0	\$0	\$20,000	\$20,000
Current Year Claims and Changes in Estimates	18,408	5,705		
Claim Payments	<u>18,408</u>	<u>5,705</u>		
Balances at December 31	<u>\$ 0</u>	<u>\$ 0</u>	<u>\$20,000</u>	<u>\$20,000</u>

The \$20,000 is an estimate of potential liability as a result of pending claims against the City, which would not be covered by insurance companies

## 10. PENSION AND RETIREMENT

City employees are covered by one of two pension systems. They are the Ohio Police and Fire Pension Fund (OPFPF) and the Ohio Public Employees Retirement System (OPERS), which are State pension systems. Both systems are cost-sharing, multiple-employer, defined benefit, public employee retirement systems.

### **Ohio Police and Fire Pension Fund**

Police and fire fighters of the City of Norwood are members of the OPFPF. OPFPF provides retirement and disability benefits, annual cost-of-living adjustments, and death benefits to plan members and beneficiaries. Contribution requirements and benefit provisions are established by the Ohio State Legislature and are codified in Chapter 742 of the Ohio Revised Code. The OPFPF issues a publicly available financial report that includes financial information and required supplementary information for the plan. That report may be obtained by writing to OPFPF, 140 East Town Street, Columbus, Ohio 43215-5164.

### **Funding Policy**

Plan members are required to contribute 10% of their annual covered salary, while the City of Norwood is required to contribute 19.5% and 24% respectively for police officers and fire fighters. The City of Norwood's total contributions to OPFPF for the years ended December 31, 2002, 2001 and 2000 were \$1,536,831, \$1,520,963, and \$1,437,752, respectively equal to the required contributions for each year.

The OPFPF has also allocated to the city a portion of the unfunded prior service cost of the fund which is the deficiency existing at the time the fund was established in 1967 as determined by actuarial evaluation. The City also owes an underpaid employer contributions of \$1,415,580. Minimum payment of \$17,500 is being paid monthly to repay the delinquent employer contributions. The unpaid contribution should be fully paid in approximately 7 years. The following table reflects the unfunded prior service cost for police officers and fire fighters at December 31:

	<u>2002</u>	<u>2001</u>
Police	1,390,253	1,409,916
Fire	<u>1,259,985</u>	<u>1,277,784</u>
Total unfunded prior service cost	<u>2,650,238</u>	<u>2,687,700</u>

As prescribed by Section 742.30 of the Ohio Revised Code, this accrued liability has and will continue to be paid over a term of sixty-two years in annual installments which began in 1973 and which will end in 2035. At December 31, 2002, 32 years remain in which semi-annual installments fixed by the fund's Board of Trustees at \$39,479 and \$35,769 will be paid for police and fire fighters, respectively. The accrued liability for the unfunded prior service cost is included in the General Long-Term Obligations Account Group at December 31, 2002.

### **Other Post-employment Benefit Information**

The Ohio Revised Code provides the statutory authority allowing OPFPF's Board of Trustee to provide health care coverage to all eligible individuals. OPFPF provides post-employment health care coverage to any person who receives or is eligible to receive a monthly benefit check or is a spouse or eligible

dependent child of such person. An eligible dependent child is any child under the age of 18 whether or not the child is attending school or under the age of 22 if attending school full time or on a 2/3 basis. The health care coverage provided by the police and fire fighters' retirement system is considered an Other Post-employment Benefit (OPEB). The Ohio Revised Code provides that health care cost paid from the funds of OPFPF shall be included in the employer's contribution rate. A portion of each employer's contribution to the OPFPF is set aside for the funding of post-employment health care. Health care funding and accounting are on a pay-as-you-go basis. The Board defined allocation was 7.50% and 7.75% of covered payroll in 2001 and 2002 respectively. In addition, since July 1, 1992, most retirees have been required to contribute a portion of the cost of their health care coverage through a deduction from their monthly benefit payment. The number of participants eligible to receive health care benefits as of December 31, 2001, the date of the last actuarial valuation available, are 13,174 for Police and 10,239 for Firefighters. OPFPF's total health care expenses for the year ended December 31, 2001, the date of the last actuarial valuation available, was \$122,298,771, which was net of member contributions of \$6,874,699. The portion of the City's 2002 contributions that was used to pay post-employment benefits was \$227,991 for 49 police employees and \$257,433 for 59 fire fighter employees.

### **State PERS**

All non-uniformed full-time City employees, elected officials, and part-time employees are enrolled in OPERS. In 2002, there were approximately 235 covered employees.

OPERS provides retirement and disability benefits, annual cost of living adjustments, and death benefits to plan members and beneficiaries. Authority to establish and amend benefits is provided by state statute per Chapter 145 of the Ohio Revised Code. OPERS issues a stand-alone financial report. Interested parties may obtain a copy by making a written request to OPERS, 277 East Town Street, Columbus, Ohio 43215-4642 or by calling (614) 466-2085.

### **Funding Policy**

The Ohio Revised Code provides statutory authority for employee and employer contributions. The employee contribution rates are 8.5% for employees. The 2002 employer contribution rate for local government employer units the rate was 13.55% of covered payroll. The City of Norwood's total contributions to OPERS for the years ended December 31, 2002, 2001 and 2000 were \$467,967, \$476,459, and \$343,378, respectively, equal to the required contributions for each year.

### **Other Post-employment Benefit Information**

PERS provides post-employment health care coverage to age and service retirees with ten or more years of qualifying Ohio service credit. Health care coverage for disability recipients and primary survivor recipients is available. The health care coverage provided by OPERS is considered an Other Post-employment Benefit (OPEB). A portion of each employer's contribution to OPERS is set aside for the funding of post-employment health care. The 2002 contribution rate for local government units was 13.55 of covered payroll and 5.00% was the portion used to fund health care for the year. The Ohio Revised Code provides the statutory authority requiring public employers to fund post-retirement health care through their contribution to OPERS. Employer contributions, equal to 5.0% of member covered payroll, are used to fund health care expenses.

The assumptions and calculations below are based on OPERS' latest Actuarial Review performed as of December 31, 2001. An entry age normal actuarial cost method of valuation is used in determining the present value of OPEB. The difference between assumed and actual experience (actuarial gains and losses) becomes part of unfunded actuarial accrued liability. All investments are carried at market value. For actuarial valuation purposes, a smoothed market approach is used. Under this approach assets are adjusted annually to reflect 25% of unrealized market appreciation or depreciation on investments. The investment assumption rate for 2001 was 8.00%. An annual increase of 4.00% compounded annually, is

the base portion of the individual pay increase assumptions. This assumes no change in the number of active employees. Additionally, annual pay increases, over and above the 4.00% base increase, were assumed to range from .05% to 6.30%. Health care costs are assumed to increase 4.00% annually. OPEB are advance-funded on an actuarially determined basis. OPEB are financed through employer contributions and investment earnings thereon. The number of active PERS contributing participants was 402,041. The portion of the City's 2002 contributions that was used to pay post-employment benefits was \$172,680 for 235 non-uniformed employees. The actuarial value of the Retirement System's net assets available for OPEB at December 31, 2001 was \$11.6 billion. The actuarially accrued liability and the unfunded actuarial liability, based on the actuarial cost method used, were \$16.4 billion and \$4.8 billion, respectively.

In December 2001, the board adopted the Health Care "Choices" Plan in its continuing effort to respond to rise in cost of Health Care. The Choices Plan will be offered to all persons newly hired under OPERS after January 1, 2003, with no prior service credit accumulated toward health care coverage. Choices, as the name suggest, will incorporate a cafeteria approach, offering a more broad range of health care options. The Plan uses a graded scale from ten to thirty years to calculate a monthly health care benefit. This is in contrast to the Ten-year "cliff" eligibility standard for the present Plan. The benefit recipient will be free to select the option that best meets their needs. Recipients will fund health care cost in excess of the monthly health care benefit. The Plan will also offer a spending account feature, enabling the benefit recipient to apply their allowance toward specific medical expenses, much like a Medical Spending Account.

#### **11. U.D.A.G. Loan Receivable**

The City of Norwood has one long-term loan receivable. The loan, in the amount of \$3,331,000 represents the contractual repayment of Urban Development Action Grants previously made to certain organizations. This loan is fully reserved within the Economic Development Fund

#### **12. C-9 TRUST**

In 1990, the City established a voluntary employee benefit association under I.R.C. §501(c)(9) (C-9 Trust) to provide certain welfare benefits to eligible employees of the City of Norwood and their beneficiaries. Employees become eligible to participate upon the effective date of their retirement, provided they are eligible for benefits under the ordinances of the City and are eligible for benefits under the City's Health Benefits Program. Benefits provided under the plan are funded on a pay-as-you go basis and consist of health care benefits not covered by other insurance carriers and are limited to \$2,000 per Plan Year for each Plan Participant. The plan is wholly funded by the City. There are approximately 312 participants currently eligible to receive benefits under this plan. The amount contributed by the City in 2002 was \$96,000. The City does not have fiduciary responsibility for this trust.

#### **13. DEFICIT FUND BALANCES**

There are two Special Revenue Funds that have deficit fund balances on a GAAP basis. These two funds are Separation Pay and Council on Aging Fund and have deficit fund balances of \$44 and \$114, respectively. The deficit will be covered by future revenue.

#### **14. COMPLIANCE**

At December 31, 2002 the City had expenditures in excess of appropriations in the amount of \$146,238 in the C-9 Trust Fund.

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# **GENERAL FUND**

## **FINANCIAL STATEMENTS**

The General Fund is the general operating fund of the City and is used to account for all revenues and expenditures not required to be accounted for in other funds. Revenues are primarily derived from income and property taxes. Functions financed from the General Fund include public safety, government administration, community environment and recreational activities.



**CITY OF NORWOOD, OHIO**

**Statement of Revenue, Expenditures and Changes in Fund Balance**

For the Year Ended December 31, 2002

	Total	
	<u>2002</u>	<u>2001</u>
GENERAL FUND		
Revenue		
Taxes		
Real Property	\$ 3,080,690	\$ 3,028,333
Municipal Income Tax	10,114,277	10,565,304
Admission Tax	<u>5,730</u>	<u>5,910</u>
Total Taxes	13,200,697	13,599,547
Intergovernmental Revenue		
State Shared Taxes and Permits		
Local Government	849,498	933,555
Estate Tax	293,622	248,935
Hotel Tax	9,916	20,410
Alcoholic Beverages Tax	36,646	63,082
Cigarette Tax	884	1,135
Trailer Tax		150
State Grants or Aid	6,931	9,206
Federal Grants or Aid	<u>105,559</u>	<u>4,603</u>
Total Intergovernmental Revenue	1,303,056	1,281,076
Charges for Services	572,039	595,120
Fines, Licenses and Permits		
Fines and Forfeitures	363,524	305,606
Licenses and Permits	<u>209,932</u>	<u>284,300</u>
Total Fines, Licenses and Permits	573,456	589,906
Contributions and Donations	43,178	44,240
Miscellaneous		
Interest	16,557	80,637
Other Miscellaneous	<u>155,012</u>	<u>495,162</u>
Total Miscellaneous Revenue	<u>171,569</u>	<u>575,799</u>
Total Revenue	15,863,995	16,685,688

**CITY OF NORWOOD, OHIO**  
**Statement of Revenue, Expenditures and Changes in Fund Balance**

For the Year Ended December 31, 2002

	Total	
	2002	2001
<b>GENERAL FUND</b>		
Expenditures		
City Council	\$ 102,605	\$ 104,697
Office of the Clerk of Council	44,684	51,592
Office of the Mayor	84,269	91,019
Mayor's Clerk of Court	108,093	105,480
Prisoners Housed Outside Norwood	36,335	
Office of the City Solicitor	172,097	167,510
Office of the Auditor	243,592	240,036
Office of the Treasurer:		
Treasurer Section	84,812	81,588
Earnings Tax Office and Board of Review	182,296	181,637
Total Office of the Treasurer	267,108	263,225
Civil Service Commission	70,570	56,429
Department of Safety/Service:		
Office of Safety/Service		
Office of the Public Works Director		
Office of the Safety Director	(380)	112,063
Office of the Service Director	84,298	67,955
Other Transportation Costs	67,353	65,744
Project Coordinator		43,136
Division of Buildings	233,661	284,022
Division of Police:		
Police Administration Section	199,761	190,442
Crime Control, Prevention and Investigation	4,170,038	4,045,377
Auxiliary Police Officers	174,613	162,329
Total Division of Police	4,544,412	4,398,148
Division of Fire:		
Fire Administration Section	259,235	275,350
Fire Fighting and Prevention Section	4,953,177	4,702,188
Total Division of Fire	5,212,412	4,977,538
Division of Streets and Highways	126,653	125,592
Division of Waste Collection	827,698	852,585

**CITY OF NORWOOD, OHIO**  
**Statement of Revenue, Expenditures and Changes in Fund Balance**  
For the Year Ended December 31, 2002

	Total	
	2002	2001
GENERAL FUND		
Expenditures (Continued)		
Division of City Garage	186,514	157,181
City Bus Service	42,391	43,503
Division of Community Development	1,036	1,038
Division of Community Center	104,321	96,290
Division of Engineering		
Division of Facilities Maintenance:		
Public Land and Buildings Section	362,253	371,947
Parks and Playgrounds Section	250,569	306,481
Summer Youth Employment Program		
Total Division of Facilities Maintenance	612,822	678,428
Emergency Dispatchers	582,215	605,812
Total Department of Safety/Service	12,625,407	12,509,034
Department of Health		
Division of Administration	151,805	155,158
Division of Medical Services	135,276	132,666
Division of Environmental Health	122,476	116,922
Total Department of Health	409,557	404,746
School Crossing Guards	44,424	51,051

**CITY OF NORWOOD, OHIO**

**Statement of Revenue, Expenditures and Changes in Fund Balance**

For the Year Ended December 31, 2002

	Total	
	2002	2001
GENERAL FUND		
Expenditures (Continued)		
Nondepartmental Accounts		
Employee Benefits:		
Contribution to State Pension System (PERS)		
Police and Fire Accrued Liability	150,496	150,496
Contribution to Employee Hospital Care	359,039	315,613
C-9 Trust	96,000	60,000
DRETAC	3,995	8,921
COBRA	4,721	3,756
Contribution to Workmen's Compensation		
Insurance	6,000	5,004
State Unemployment Compensation	21,464	6,223
Government Services and Fees:		
State Examiner's Fees	54,754	47,241
County Auditor's and Treasurer's Fees	33,715	44,189
Election Expense	10,096	3,422
Advertisement of Delinquent Taxes	791	764
Professional Services and Legal Fees:		
Judgments Against the City	16,585	7,528
Outside Legal Fees	7,097	13,566
Miscellaneous Accounts:		
Real Estate Tax (County)	15,212	14,609
Earnings Tax Refund	220,555	221,616
Insurance	248,102	132,566
Random Drug Testing	8,748	8,748
	1,257,370	1,044,262
Total Nondepartmental Accounts		
TOTAL EXPENDITURES	15,466,110	15,089,083

**CITY OF NORWOOD, OHIO**  
**Statement of Revenue, Expenditures and Changes in Fund Balance**  
For the Year Ended December 31, 2002

	Total	
	2002	2001
GENERAL FUND		
Excess of Revenue Over (Under) Expenditures	397,885	1,596,605
Other Financing Sources (Uses)		
Proceeds from Sale of Stock	2,026,083	
Operating Transfers In		
Operating Transfers (Out)	(2,643,329)	(1,465,381)
Total Other Financing Sources (Uses)	(617,246)	(1,465,381)
Excess of Revenue and Other Financing Sources Over (Under) Expenditures and Other Uses	(219,361)	131,224
Fund Balance, January 1	1,368,936	1,237,712
Fund Balance, December 31	\$ 1,149,575	\$ 1,368,936

**CITY OF NORWOOD, OHIO**

**Schedule of Revenue, Expenditures and Changes in Fund Balance**

Budget (Non-GAAP Budgetary Basis) and Actual

For the Year Ended December 31, 2002

	Budget 2002	Actual 2002	Variance Favorable (Unfavorable)
	<u>          </u>	<u>          </u>	<u>          </u>
GENERAL FUND			
Revenue			
Taxes			
Real Property	\$ 3,080,690	\$ 3,080,690	\$
Municipal Income Tax	10,106,000	10,124,144	18,144
Admission Tax	5,823	5,823	
Total Taxes	<u>13,192,513</u>	<u>13,210,657</u>	<u>18,144</u>
Intergovernmental Revenue			
State Shared Taxes and Permits			
Local Government	794,981	794,981	
Estate Tax	293,622	293,622	
Hotel Tax	9,916	9,916	
Alcoholic Beverages Tax	36,646	36,646	
Cigarette Tax	884	884	
State Grants or Aid	6,931	6,931	
Federal Grants or Aid	118,559	105,559	(13,000)
Total Intergovernmental Revenue	<u>1,261,539</u>	<u>1,248,539</u>	<u>(13,000)</u>
Charges for Services	566,690	568,683	1,993
Fines, Licenses and Permits			
Fines and Forfeitures	358,650	363,524	4,874
Licenses and Permits	196,671	209,932	13,261
Total Fines, Licenses and Permits	<u>555,321</u>	<u>573,456</u>	<u>18,135</u>
Contributions	43,178	43,178	
Miscellaneous			
Interest	15,515	16,557	1,042
Other Miscellaneous	214,172	155,012	(59,160)
Total Miscellaneous Revenue	<u>229,687</u>	<u>171,569</u>	<u>(58,118)</u>
Total Revenue	<u>\$ 15,848,928</u>	<u>\$ 15,816,082</u>	<u>\$ (32,846)</u>

(Continued)

**CITY OF NORWOOD, OHIO**

**Schedule of Revenue, Expenditures and Changes in Fund Balance**

Budget (Non-GAAP Budgetary Basis) and Actual

For the Year Ended December 31, 2002

	<u>Budget</u> 2002	<u>Actual</u> 2002	<u>Variance</u> Favorable (Unfavorable)
GENERAL FUND			
Expenditures			
City Council:			
Personal Expenditures	\$ 101,011	\$ 101,011	\$
Contractual Services	30	30	
Materials and Supplies	976	976	
	<hr/>	<hr/>	
Total City Council	102,017	102,017	
Office of the Clerk of Council:			
Personal Expenditures	34,961	34,961	
Contractual Services	10,744	9,694	1,050
Materials and Supplies	302	302	
	<hr/>	<hr/>	
Total Office of the Clerk of Council	46,007	44,957	1,050
Office of the Mayor:			
Personal Expenditures	79,401	79,401	
Contractual Services	4,529	4,379	150
Materials and Supplies	199	164	35
	<hr/>	<hr/>	
Total Office of the Mayor	84,129	83,944	185
Mayor's Clerk of Court:			
Personal Expenditures	81,258	81,258	
Contractual Services	24,640	20,640	4,000
Materials and Supplies	6,343	6,293	50
	<hr/>	<hr/>	
Total Mayor's Clerk of Court	112,241	108,191	4,050
Prisoners Housed Outside of Norwood:			
Contractual Services	45,965	37,965	8,000
	<hr/>	<hr/>	
Total Prisoners Housed Outside of Norwood	45,965	37,965	8,000

(Continued)

**CITY OF NORWOOD, OHIO**

**Schedule of Revenue, Expenditures and Changes in Fund Balance**

Budget (Non-GAAP Budgetary Basis) and Actual

For the Year Ended December 31, 2002

	Budget 2002	Actual 2002	Variance Favorable (Unfavorable)
	<u>                    </u>	<u>                    </u>	<u>                    </u>
GENERAL FUND			
Expenditures (Continued)			
Office of the City Solicitor:			
Personal Expenditures	151,537	151,537	
Contractual Services	16,339	15,939	400
Materials and Supplies	3,965	3,715	250
	<u>                    </u>	<u>                    </u>	<u>                    </u>
Total Office of the City Solicitor	171,841	171,191	650
Office of the Auditor:			
Personal Expenditures	228,189	228,189	
Contractual Services	9,881	9,881	
Materials and Supplies	5,306	5,206	100
	<u>                    </u>	<u>                    </u>	<u>                    </u>
Total Office of the Auditor	243,376	243,276	100
Office of the Treasurer:			
Treasurer Section:			
Personal Expenditures	79,306	79,306	
Contractual Services	4,111	3,912	199
Materials and Supplies	506	432	74
	<u>                    </u>	<u>                    </u>	<u>                    </u>
Total Treasurer Section	83,923	83,650	273
Earnings Tax Office and Board of Review:			
Personal Expenditures	166,896	166,896	
Contractual Services	9,986	9,886	100
Materials and Supplies	5,975	5,675	300
	<u>                    </u>	<u>                    </u>	<u>                    </u>
Total Earnings Tax Office and Board of Review	182,857	182,457	400
Total Office of the Treasurer	266,780	266,107	673

(Continued)



**CITY OF NORWOOD, OHIO**

**Schedule of Revenue, Expenditures and Changes in Fund Balance**

Budget (Non-GAAP Budgetary Basis) and Actual

For the Year Ended December 31, 2002

	Budget 2002	Actual 2002	Variance Favorable (Unfavorable)
	<u>          </u>	<u>          </u>	<u>          </u>
GENERAL FUND			
Expenditures (Continued)			
Civil Service Commission:			
Personal Expenditures	26,089	26,089	
Contractual Services	48,133	44,133	4,000
	<u>          </u>	<u>          </u>	<u>          </u>
Total Civil Service Commission	74,222	70,222	4,000
Department of Safety/Service:			
Office of the Directors:			
Office of the Safety/Service Director:			
Personal Expenditures	80,898	80,898	
Contractual Services	3,928	3,577	351
Materials and Supplies	559	479	80
	<u>          </u>	<u>          </u>	<u>          </u>
Total Office of the Service Director	85,385	84,954	431
Other Transportation Costs:			
Contractual Services	19	19	
Materials and Supplies	72,534	71,534	1,000
Total Other Transportation Costs	72,553	71,553	1,000
	<u>          </u>	<u>          </u>	<u>          </u>
Total Office of the Director	157,938	156,507	1,431
Division of Buildings:			
Personal Expenditures	169,366	169,366	
Contractual Services	67,815	63,815	4,000
Materials and Supplies	2,974	2,481	493
Other	380	380	
	<u>          </u>	<u>          </u>	<u>          </u>
Total Division of Buildings	240,535	236,042	4,493

(Continued)

**CITY OF NORWOOD, OHIO**

**Schedule of Revenue, Expenditures and Changes in Fund Balance**

Budget (Non-GAAP Budgetary Basis) and Actual

For the Year Ended December 31, 2002

	Budget 2002	Actual 2002	Variance Favorable (Unfavorable)
	<hr/>	<hr/>	<hr/>
GENERAL FUND			
Expenditures (Continued)			
Division of Police:			
Police Administration Section:			
Personal Expenditures	185,149	184,246	903
Contractual Services	14,610	13,610	1,000
Materials and Supplies	7,001	6,300	701
Other	3,636	3,636	
	<hr/>	<hr/>	<hr/>
Total Police Administration Section	210,396	207,792	2,604
Crime Control, Prevention and Investigation:			
Personal Expenditures	4,010,682	4,010,682	
Contractual Services	87,109	81,268	5,841
Materials and Supplies	67,126	65,979	1,147
	<hr/>	<hr/>	<hr/>
Total Crime Control, Prevention and Investigation	4,164,917	4,157,929	6,988
Auxiliary Police Officers:			
Personal Expenditures	171,951	171,951	
Contractual Services	830	780	50
Materials and Supplies	1,106	1,006	100
	<hr/>	<hr/>	<hr/>
Total Auxiliary Police Officers	173,887	173,737	150
Total Division of Police	4,549,200	4,539,458	9,742
Division of Fire:			
Fire Administration Section:			
Personal Expenditures	205,499	205,499	
Contractual Services	33,231	25,839	7,392
Materials and Supplies	6,440	6,238	202
Other	22,642	22,642	
	<hr/>	<hr/>	<hr/>
Total Fire Administration Section	267,812	260,218	7,594

(Continued)

**CITY OF NORWOOD, OHIO**  
**Schedule of Revenue, Expenditures and Changes in Fund Balance**  
 Budget (Non-GAAP Budgetary Basis) and Actual  
 For the Year Ended December 31, 2002

	<u>Budget 2002</u>	<u>Actual 2002</u>	<u>Variance Favorable (Unfavorable)</u>
<b>GENERAL FUND</b>			
Expenditures (Continued)			
Fire Fighting and Prevention Section:			
Personal Expenditures	4,678,602	4,678,602	
Contractual Services	49,004	47,003	2,001
Materials and Supplies	227,460	218,660	8,800
	<hr/>	<hr/>	<hr/>
Total Fire Fighting and Prevention Section	4,955,066	4,944,265	10,801
Total Division of Fire	5,222,878	5,204,483	18,395
Superintendent of Public Works:			
Personal Expenditures	111,903	111,903	
Contractual Services	20,839	20,169	670
Materials and Supplies	3,153	3,002	151
	<hr/>	<hr/>	<hr/>
Total Division of Superintendent	135,895	135,074	821
Division of Waste Collection:			
Contractual Services	839,263	823,627	15,636
Materials and Supplies	4,305	4,305	
	<hr/>	<hr/>	<hr/>
Total Division of Waste Collection	843,568	827,932	15,636
Division of City Garage:			
Personal Expenditures	169,918	169,918	
Contractual Services	9,166	7,303	1,863
Materials and Supplies	9,399	8,716	683
	<hr/>	<hr/>	<hr/>
Total Division of City Garage	188,483	185,937	2,546
City Bus Service:			
Personal Expenditures	42,311	42,311	
	<hr/>	<hr/>	<hr/>
Total City Bus Service	42,311	42,311	

(Continued)

**CITY OF NORWOOD, OHIO**

**Schedule of Revenue, Expenditures and Changes in Fund Balance**

Budget (Non-GAAP Budgetary Basis) and Actual

For the Year Ended December 31, 2002

	Budget 2002	Actual 2002	Variance Favorable (Unfavorable)
	<hr/>	<hr/>	<hr/>
GENERAL FUND			
Expenditures (Continued)			
Division of Community Development:			
Contractual Services	1,036	1,036	
	<hr/>	<hr/>	<hr/>
Total Division of Community Development	1,036	1,036	
Division of Community Center:			
Personal Expenditures	70,089	70,089	
Contractual Services	16,179	14,064	2,115
Materials and Supplies	6,714	5,957	757
Other	16,541	16,541	
	<hr/>	<hr/>	<hr/>
Total Division of Community Center	109,523	106,651	2,872
Public Land and Buildings Section:			
Personal Expenditures	43,087	43,087	
Contractual Services	195,656	175,468	20,188
Materials and Supplies	57,808	49,596	8,212
Other	119,151	117,555	1,596
	<hr/>	<hr/>	<hr/>
Total Public Land and Buildings Section	415,702	385,706	29,996
Parks and Playgrounds Section:			
Personal Expenditures	195,106	195,106	
Contractual Services	38,991	38,473	518
Materials and Supplies	24,471	22,789	1,682
	<hr/>	<hr/>	<hr/>
Total Parks and Playgrounds Section	258,568	256,368	2,200
Total Division of Facilities Maintenance	674,270	642,074	32,196

(Continued)

**CITY OF NORWOOD, OHIO**

**Schedule of Revenue, Expenditures and Changes in Fund Balance**

Budget (Non-GAAP Budgetary Basis) and Actual

For the Year Ended December 31, 2002

	Budget 2002	Actual 2002	Variance Favorable (Unfavorable)
	<hr/>	<hr/>	<hr/>
GENERAL FUND			
Expenditures (Continued)			
Emergency Dispatchers:			
Personal Expenditures	533,382	533,382	
Contractual Services	48,795	48,096	699
Materials and Supplies	4,598	2,098	2,500
	<hr/>	<hr/>	<hr/>
Total Emergency Dispatchers	586,775	583,576	3,199
Total Department of Safety/Service	12,752,412	12,661,081	91,331
Department of Health:			
Division of Administration:			
Personal Expenditures	128,369	128,369	
Contractual Services	13,887	13,634	253
Materials and Supplies	1,679	1,331	348
Other	8,011	8,011	
	<hr/>	<hr/>	<hr/>
Total Division of Administration	151,946	151,345	601
Division of Medical Services:			
Personal Expenditures	108,053	108,053	
Contractual Services	21,843	21,343	500
Materials and Supplies	6,060	5,822	238
	<hr/>	<hr/>	<hr/>
Total Division of Medical Services	135,956	135,218	738
Division of Environmental Health:			
Personal Expenditures	107,127	107,127	
Contractual Services	14,838	14,542	296
Materials and Supplies	328	228	100
	<hr/>	<hr/>	<hr/>
Total Division of Environmental Health	122,293	121,897	396
Total Department of Health	410,195	408,460	1,735
Crossing Guards:			
Personal Expenditures	44,510	44,510	
	<hr/>	<hr/>	<hr/>
Total Crossing Guards	44,510	44,510	

**CITY OF NORWOOD, OHIO**

**Schedule of Revenue, Expenditures and Changes in Fund Balance**

Budget (Non-GAAP Budgetary Basis) and Actual

For the Year Ended December 31, 2002

	<u>Budget</u> 2002	<u>Actual</u> 2002	Variance Favorable (Unfavorable)
GENERAL FUND			
Expenditures (Continued)			
Nondepartmental Accounts:			
Employee Benefits:			
Police and Fire Accrued Liability	150,496	150,496	
Contribution to Employee Hospital Care	379,520	359,520	20,000
C-9 Trust	96,000	96,000	
DRETAC	3,995	3,995	
COBRA	4,926	4,721	205
Workmen's Compensation Insurance	6,000	6,000	
State Unemployment Compensation	23,029	23,029	
Government Services and Fees:			
State Examiner's Fees	50,000	50,000	
County Auditor's and Treasurer's Fees	33,715	33,715	
Election Expense	10,096	10,096	
Advertisement of Delinquent Taxes	791	791	
Professional Services and Legal Fees:			
Judgments Against the City	22,077	17,077	5,000
Outside Legal Fees	8,527	7,527	1,000
Miscellaneous Accounts:			
Real Estate Tax (County)	14,609	14,609	
Earnings Tax Refund	224,555	220,555	4,000
Insurance	250,102	248,102	2,000
Reserve for Contingencies	255,684		
Random Drug Testing	8,748	8,748	
Total Nondepartmental Accounts	<u>1,542,870</u>	<u>1,254,981</u>	<u>287,889</u>
Total Expenditures	15,896,565	15,496,902	399,663

(Continued)

**CITY OF NORWOOD, OHIO**  
**Schedule of Revenue, Expenditures and Changes in Fund Balance**  
 Budget (Non-GAAP Budgetary Basis) and Actual  
 For the Year Ended December 31, 2002

	<u>Budget</u> 2002	<u>Actual</u> 2002	<u>Variance</u> Favorable (Unfavorable)
GENERAL FUND			
Expenditures (Continued)			
Other Financing Sources (Uses)			
Sale of Assets (Stock)	2,026,083	2,026,083	
Operating Transfers In			
Operating Transfers (Out)	<u>(2,643,329)</u>	<u>(2,643,329)</u>	
Total Other Financing Sources (Uses)	(617,246)	(617,246)	
Excess of Revenue and Other Financing Sources Over (Under) Expenditures and Other Uses	(664,883)	(298,066)	366,817
Cancellation of Prior Years Encumbrances	109,666	109,666	
Fund Balance, January 1	<u>637,809</u>	<u>637,809</u>	
Fund Balance, December 31	<u>\$ 82,592</u>	<u>\$ 449,409</u>	<u>\$ 366,817</u>

## **SPECIAL REVENUE FUNDS COMBINING FINANCIAL STATEMENTS**

Special Revenue Funds are established to account for revenues from specific sources which are legally restricted to be expended for specific purposes.

A description of the City's Special Revenue Funds follows:

Street Maintenance and Repair Fund - To account for revenues generated from a percent of the City's portion of state gasoline excise tax revenues, and the City's portion of motor vehicle license charges collected by the state; and to account for expenditures made for street maintenance and repair.

Permissive Tax Fund - To account for revenues derived from state collected, locally distributed motor vehicle license fees; and to account for all expenditures relating to specific road improvements approved by the County Engineer.

Economic Development Fund - To account for revenues derived from the repayment of Urban Development Action Grants to the City; and to account for all expenditures relating to economic development.

State Highway Improvement Fund - To account for revenues generated from a percent of the City's portion of state gasoline excise tax revenues, and the City's portion of motor vehicle license charges collected by the state; and to account for expenditures made for improvements to state highways within the City limits.

Cypress Way Nature Preserve Fund- To account for revenues derived for donations and other sources specifically designated for the upkeep and maintenance of the preserve; and to account for expenses related to upkeep and maintenance of the preserve.

Senior Dental Fund - To account for revenues derived from donations and dental fees; and to account for expenditures of the Senior Citizen's dental program.

Drug Law Enforcement Fund- To account for revenues derived from the seizure of property used in the commission of drug crimes; and to account for the expenditures relating to law enforcement.

Urban Development Fund- To account for the receipt of federal Urban Development Action Grants received by the City for the purpose of urban development; and account for the expenditure of these funds to the grantor.

Pace Telecommunications Fund - To account for the receipt of cable television franchise fees specifically dedicated to local access programming; and to account for the expenditure of these funds for this purpose.

BJA Crime Prevention Fund - To account for the receipt of United States Department of Justice grant for the purpose of reducing crime and improve public safety and to account for the expenditure of these funds to the grantor.

Recreation Commission Fund - To account for funds received from recreation programs and other sources and to account for the expenditure of these funds for the Recreation Commission.

Drug Abuse Resistance Education (DARE) Fund - To account for the receipt of Ohio Attorney General grant for the purpose of reducing substance abuse through an education program and to account for the expenditures for grantor.



Lindner Park Flower Fund - To account for a donation from Mr. Carl Lindner who donated funds for the purpose of providing flowers and shrubs for Lindner Park and to account for expenditures for this purpose.

Police and Fire Pension Repayment Fund - To account for funds received to repay past due police and fire pension obligations.

Bureau of Crippled Children's Safety Fund - To account for shared revenues received from the State of Ohio to help fund children's health programs; and to account for expenditures related to these children health programs.

Separation Pay Fund - To account for funds transferred from the City's General Fund to pay separation obligations of retiring City employees; and to account for the expenditure of separation pay.

Robert S. McCullough Garden Fund - To account for donations and other revenues derived for the purpose of maintaining the Robert McCullough Garden at Lindner Park; and to account for expenditures of maintaining the Robert McCullough Garden at Lindner Park.

Alcohol Education and Enforcement Fund - To account for revenue derived from the City's portion of fines levied for alcohol related traffic violations; and to account for the expenditure of funds related to alcohol education and enforcement programs by the police department.

Building Code Assessment Fund - To account for the revenue derived from the state mandated 3% fee on building permits; and for the payment of this fee to the state.

Police Vehicle Replacement Fund - To account for donations and other revenues derived for the purpose of repairing and replacing police vehicles; and to account for the expenditures of these funds for this purpose.

Council on Aging Fund - To account for revenue derived from The Council on Aging for the City of Norwood's congregate lunch program.

STEP Grant Fund - To account for revenue derived from the STEP Grant Program and to account for expenditure of funds related to STEP Grant.

Recycle Ohio! Grant - To account for revenue derived from the Recycle Ohio Grant Program and to account for expenditure of funds related to Recycle Ohio Grant

21st Century Grant - To account for revenue received from the Norwood School District for worked performed by the City in connection with the School District's 21st Century Grant and to account for expenditure of funds related to 21st Century Grant.

Emergency Medical Services Fund - To account for funds transferred from the City's General Fund to pay operating expenses associated with providing emergency medical expense excluding employee cost.

Tree Board - To account for funds received from donations and for the expenditures of these funds for the Tree Board.

C-9 Trust Fund - To account for revenues needed to fund the Norwood retired employees C-9 Trust Plan; and to account for the expenditures of moneys for health care reimbursement expenses and the nominal operating expenses of the trust.

DAG - To account for revenues received from Federally Forfeited Property and for the expenditures of the funds.

**CITY OF NORWOOD, OHIO**

Combining Balance Sheet

**Special Revenue Funds**

December 31, 2002

	<u>Street Maintenance and Repair</u>	<u>Permissive Tax</u>	<u>Economic Development</u>	<u>State Highway Improvement</u>
<u>Assets</u>				
Cash	\$ 59,087	\$ 417,584	\$ 264,438	\$ 43,471
Investments				
Investment Interest Receivable				
Accounts Receivable	271,759	70,135		22,034
Inventory				
	<hr/>	<hr/>	<hr/>	<hr/>
Total Assets	<u>330,846</u>	<u>487,719</u>	<u>264,438</u>	<u>65,505</u>
 <u>Liabilities and Fund Equity</u>				
Liabilities				
Accounts Payable	10,685	2,805	5,405	4,448
Accrued Wages and Benefits	20,026		15,780	
Deferred Revenue	191,777	42,470		15,549
Estimated Liability for Compensated Absences				
	<hr/>	<hr/>	<hr/>	<hr/>
Total Liabilities	222,488	45,275	21,185	19,997
 Fund Equity				
Fund Balances:				
Reserved for Encumbrances	8,053	43,614	36,407	23,434
Unreserved	100,305	398,830	206,846	22,074
	<hr/>	<hr/>	<hr/>	<hr/>
Total Fund Equity(Deficit)	<u>108,358</u>	<u>442,444</u>	<u>243,253</u>	<u>45,508</u>
 Total Liabilities and Fund Equity	 <u>\$ 330,846</u>	 <u>\$ 487,719</u>	 <u>\$ 264,438</u>	 <u>\$ 65,505</u>

<u>Cypress Way Nature Preserve</u>	<u>Senior Dental</u>	<u>Drug Law Enforcement</u>	<u>Urban Development</u>	<u>PACE Telecommunications</u>
\$ 3,883	\$ 28,058	\$ 4,383	\$ 1,000	\$ 64,425
	2,400			
<u>3,883</u>	<u>30,458</u>	<u>4,383</u>	<u>1,000</u>	<u>64,425</u>
1,059	190			
<u>1,059</u>	<u>190</u>			
684	14,278	185		
<u>2,140</u>	<u>15,990</u>	<u>4,198</u>	<u>1,000</u>	<u>64,425</u>
<u>2,824</u>	<u>30,268</u>	<u>4,383</u>	<u>1,000</u>	<u>64,425</u>
<u>\$ 3,883</u>	<u>\$ 30,458</u>	<u>\$ 4,383</u>	<u>\$ 1,000</u>	<u>\$ 64,425</u>

(Continued)

**CITY OF NORWOOD, OHIO**

Combining Balance Sheet

**Special Revenue Funds**

December 31, 2002

(Continued)

	<u>BJA Crime Prevention</u>	<u>Recreation Commission</u>	<u>D. A. R. E.</u>	<u>Lindner Park Flower</u>
<u>Assets</u>				
Cash	\$ 45,623	\$ 10,959	\$	\$ 3,364
Investments				
Investment Interest Receivable				
Accounts Receivable				
Inventory				
	<hr/>	<hr/>	<hr/>	<hr/>
Total Assets	<u>45,623</u>	<u>10,959</u>	<u></u>	<u>3,364</u>
 <u>Liabilities and Fund Equity</u>				
Liabilities				
Accounts Payable	1,902	349		
Accrued Wages and Benefits		6,767		
Deferred Revenue				
Estimated Liability for Compensated Absences				
	<hr/>	<hr/>	<hr/>	<hr/>
Total Liabilities	1,902	7,116		
 Fund Equity				
Fund Balances:				
Reserved for Encumbrances	1,130	1,662		2,423
Unreserved	<hr/> 42,591	<hr/> 2,181	<hr/>	<hr/> 941
Total Fund Equity(Deficit)	<hr/> 43,721	<hr/> 3,843	<hr/>	<hr/> 3,364
Total Liabilities and Fund Equity	<u>\$ 45,623</u>	<u>\$ 10,959</u>	<u>\$</u>	<u>\$ 3,364</u>

<u>Police and Fire Pension Repayment</u>	<u>Bureau of Crippled Children's Safety</u>	<u>Separation Pay</u>	<u>Robert S. McCullough Garden</u>	<u>Alcohol Education &amp; Enforcement</u>	<u>Building Code Assessment</u>
	\$ 22,169	\$ 13	\$ 627	\$ 5,849	\$ 1,167
	<u>22,169</u>	<u>13</u>	<u>627</u>	<u>5,849</u>	<u>1,167</u>
		\$ 57			
		57			
	63 <u>22,106</u>	<u>(44)</u>	<u>627</u>	<u>5,849</u>	<u>1,167</u>
	<u>22,169</u>	<u>(44)</u>	<u>627</u>	<u>5,849</u>	<u>1,167</u>
	<u>\$ 22,169</u>	<u>\$ 13</u>	<u>\$ 627</u>	<u>\$ 5,849</u>	<u>\$ 1,167</u>

(Continued)

**CITY OF NORWOOD, OHIO**

Combining Balance Sheet

**Special Revenue Funds**

December 31, 2002

(Continued)

	<u>Police Vehicle Replacement</u>	<u>Council on Aging</u>	<u>S.T.E.P. Grant</u>	<u>Recycle Ohio! Grant</u>	<u>21st Century Grant</u>
<u>Assets</u>					
Cash	\$ 536	\$ 2,501	\$ 13,142	\$ 16,736	\$ 53,464
Investments					
Investment Interest Receivable					
Accounts Receivable					
Inventory					
	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
Total Assets	<u>536</u>	<u>2,501</u>	<u>13,142</u>	<u>16,736</u>	<u>53,464</u>
 <u>Liabilities and Fund Equity</u>					
Liabilities					
Accounts Payable					1,517
Accrued Wages and Benefits		2,615			20,449
Deferred Revenue					
Estimated Liability for Compensated Absences					
	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
Total Liabilities		2,615			21,966
 Fund Equity					
Fund Balances:					
Reserved for Encumbrances				940	104
Unreserved	<u>536</u>	<u>(114)</u>	<u>13,142</u>	<u>15,796</u>	<u>31,394</u>
Total Fund Equity(Deficit)	<u>536</u>	<u>(114)</u>	<u>13,142</u>	<u>16,736</u>	<u>31,498</u>
Total Liabilities and Fund Equity	<u>\$ 536</u>	<u>\$ 2,501</u>	<u>\$ 13,142</u>	<u>\$ 16,736</u>	<u>\$ 53,464</u>

Emergency Medical Services	Tree Board	C-9	DAG	Total	
				2002	2001
\$ 37,718	\$ 296	\$ 13,270 123,502	\$ 77,747	\$ 1,191,510 123,502	\$ 1,233,149 102,879
		706		706	1,051
				363,928	358,527
				2,400	2,300
<u>37,718</u>	<u>296</u>	<u>137,478</u>	<u>77,747</u>	<u>1,682,046</u>	<u>1,697,906</u>
18,255	7			46,622	28,381
				65,637	63,656
				249,796	242,850
				57	93,818
<u>18,255</u>	<u>7</u>			<u>362,112</u>	<u>428,705</u>
3,309	43			136,329	156,683
<u>16,154</u>	<u>246</u>	<u>137,478</u>	<u>77,747</u>	<u>1,183,605</u>	<u>1,112,518</u>
<u>19,463</u>	<u>289</u>	<u>137,478</u>	<u>77,747</u>	<u>1,319,934</u>	<u>1,269,201</u>
<u>\$ 37,718</u>	<u>\$ 296</u>	<u>\$ 137,478</u>	<u>\$ 77,747</u>	<u>\$ 1,682,046</u>	<u>\$ 1,697,906</u>

**CITY OF NORWOOD, OHIO**

Combining Statement of Revenue, Expenditures and Changes in Fund Balance

**Special Revenue Funds**

For the Year Ended December 31, 2002

	Street Maintenance and Repair	Permissive Tax	Economic Development	State Highway Improvement
<u>Revenue</u>				
Taxes				
License Tax	\$ 154,508			\$ 12,529
Gasoline Tax	289,437			22,027
Total Taxes	443,945			34,556
Intergovernmental				
State Shared Taxes and Permits		\$ 120,007		
State Grants or Aid				
Federal Grants or Aid			\$ 204,226	
Total Intergovernmental		120,007	204,226	
Charges for Services				
Fines, Licenses and Permits	4,493			
Donations				
Miscellaneous	6,396			384
Total Revenue	454,834	120,007	204,226	34,940
<u>Expenditures</u>				
General Government				
Public Safety				
Community Environment			176,989	
Highways and Streets	611,435			36,813
Public Health				
Capital Outlay		125,608		
Debt Service:				
Principal Retirement				
Interest Expense				
Total Expenditures	611,435	125,608	176,989	36,813
Excess of Revenue Over (Under) Expenditures				
	(156,601)	(5,601)	27,237	(1,873)
Other Financing Sources (Uses)				
Operating Transfers In	100,550			
Operating Transfers (Out)				
Total Other Financing Sources (Uses)	100,550			
Excess of Revenue and Other Sources Over (Under) Expenditures and Other Uses				
	(56,051)	(5,601)	27,237	(1,873)
Fund Balances:				
January 1	164,409	448,045	216,016	47,381
December 31	\$ 108,358	\$ 442,444	\$ 243,253	\$ 45,508



Cypress Way Nature Preserve	Senior Dental	Drug Law Enforcement	Urban Development	PACE Telecommunications
	\$ 12,370			
	12,370			
		\$ 9,587		
\$ 11,250				\$ 64,425
11,250	12,370	9,587		64,425
		11,472		
9,912				62,044
	11,735			
9,912	11,735	11,472		62,044
1,338	635	(1,885)		2,381
1,338	635	(1,885)		2,381
1,486	29,633	6,268	1,000	62,044
\$ 2,824	\$ 30,268	\$ 4,383	\$ 1,000	\$ 64,425

(Continued)

**CITY OF NORWOOD, OHIO**  
Combining Statement of Revenue, Expenditures and Changes in Fund Balance  
**Special Revenue Funds**  
For the Year Ended December 31, 2002

(Continued)

	BJA Crime Prevention	Recreation Commission	D. A. R. E.	Lindner Park Flower
<u>Revenue</u>				
Taxes				
License Tax				
Gasoline Tax				
Total Taxes				
Intergovernmental				
State Shared Taxes and Permits				
State Grants or Aid	\$ 19,280			
Federal Grants or Aid			\$ 13,921	
Total Intergovernmental	19,280		13,921	
Charges for Services		\$ 97,701		
Fines, Licenses and Permits				
Donations		500		\$ 250
Miscellaneous				
Total Revenue	19,280	98,201	13,921	250
<u>Expenditures</u>				
General Government				
Public Safety	23,443		28,451	
Community Environment		228,745		17,577
Highways and Streets				
Public Health				
Capital Outlay				
Debt Service:				
Principal Retirement				
Interest Expense				
Total Expenditures	23,443	228,745	28,451	17,577
Excess of Revenue Over (Under) Expenditures	(4,163)	(130,544)	(14,530)	(17,327)
Other Financing Sources (Uses)				
Operating Transfers In	2,837	127,097	14,909	
Operating Transfers (Out)				
Total Other Financing Sources (Uses)	2,837	127,097	14,909	
Excess of Revenue and Other Sources Over (Under) Expenditures and Other Uses	(1,326)	(3,447)	379	(17,327)
Fund Balances:				
January 1	45,047	7,290	(379)	20,691
December 31	\$ 43,721	\$ 3,843	\$	\$ 3,364

Police and Fire Pension Repayment	Bureau of Crippled Children's Safety	Separation Pay	Robert S. McCullough Garden	Alcohol Education & Enforcement	Building Code Assessment
	\$ 18,910			\$ 1,435	
	18,910			1,435	
			\$ 627		\$ 2,011
	18,910		627	1,435	2,011
		\$ 755,462		2,680	
			4,296		1,872
	13,382				
\$ 210,000					
210,000	13,382	755,462	4,296	2,680	1,872
(210,000)	5,528	(755,462)	(3,669)	(1,245)	139
210,000		836,538			
210,000		836,538			
	5,528	81,076	(3,669)	(1,245)	139
	16,641	(81,120)	4,296	7,094	1,028
\$	\$ 22,169	\$ (44)	\$ 627	\$ 5,849	\$ 1,167

(Continued)

**CITY OF NORWOOD, OHIO**  
Combining Statement of Revenue, Expenditures and Changes in Fund Balance  
**Special Revenue Funds**  
For the Year Ended December 31, 2002

(Continued)

	Police Vehicle Replacement	Council on Aging	S.T.E.P. Grant	Recycle Ohio! Grant	21st Century Grant
<u>Revenue</u>					
Taxes					
License Tax					
Gasoline Tax					
Total Taxes					
Intergovernmental					
State Shared Taxes and Permits					
State Grants or Aid				\$ 28,630	
Federal Grants or Aid			\$ 8,406		\$ 388,441
Total Intergovernmental			8,406	28,630	388,441
Charges for Services					(28,434)
Fines, Licenses and Permits					
Donations					
Miscellaneous	2,000	\$ 28,811			
Total Revenue	2,000	28,811	8,406	28,630	360,007
<u>Expenditures</u>					
General Government					363,366
Public Safety	\$ 13,856		21,855		
Community Environment		37,522		16,018	
Highways and Streets					
Public Health					
Capital Outlay					
Debt Service:					
Principal Retirement					
Interest Expense					
Total Expenditures	13,856	37,522	21,855	16,018	363,366
Excess of Revenue Over (Under) Expenditures	(11,856)	(8,711)	(13,449)	12,612	(3,359)
Other Financing Sources (Uses)					
Operating Transfers In	10,024			100	
Operating Transfers (Out)					
Total Other Financing Sources (Uses)	10,024			100	
Excess of Revenue and Other Sources Over (Under) Expenditures and Other Uses	(1,832)	(8,711)	(13,449)	12,712	(3,359)
Fund Balances:					
January 1	2,368	8,597	26,591	4,024	34,857
December 31	\$ 536	\$ (114)	\$ 13,142	\$ 16,736	\$ 31,498

Emergency Medical Services	Tree Board	C-9	DAG	Total	
				2002	2001
				\$ 167,037	\$ 177,214
				311,464	403,788
				478,501	581,002
				120,007	184,527
8,354				88,979	97,213
				614,994	387,711
8,354				823,980	669,451
\$		\$ 96,000	\$	165,267	463,075
				16,091	10,330
	\$ 503			1,253	37,654
		2,483	77,747	194,123	257,300
8,354	503	98,483	77,747	1,679,215	2,018,812
				1,118,828	460,518
109,522				211,279	274,523
	244	146,238		701,457	1,048,710
				648,248	547,215
				25,117	31,591
				125,608	3,502
				210,000	208,756
					1,244
109,522	244	146,238		3,040,537	2,576,059
(101,168)	259	(47,755)	77,747	(1,361,322)	(557,247)
110,000				1,412,055	718,799
110,000				1,412,055	718,799
8,832	259	(47,755)	77,747	50,733	161,552
10,631	30	185,233		1,269,201	1,107,649
\$ 19,463	\$ 289	\$ 137,478	\$ 77,747	\$ 1,319,934	\$ 1,269,201

**CITY OF NORWOOD, OHIO**  
Schedule of Revenue, Expenditures and Changes in Fund Balances  
**Budget (Non-GAAP Budgetary Basis) and Actual**  
For the Year Ended December 31, 2002

	Budget 2002	Actual 2002	Variance Favorable (Unfavorable)
	<u>          </u>	<u>          </u>	<u>          </u>
STREET MAINTENANCE AND REPAIR			
Revenue			
Taxes			
License Tax	\$ 151,143	\$ 151,143	\$
Gasoline Tax	343,190	343,193	3
Total Taxes	<u>494,333</u>	<u>494,336</u>	<u>3</u>
Licenses and Permits	4,493	4,493	
Miscellaneous	<u>6,396</u>	<u>6,396</u>	
Total Revenue	505,222	505,225	3
Expenditures			
Highways and Streets			
Personal Services	397,020	397,020	
Contractual Services	47,376	41,859	5,517
Materials and Supplies	90,922	80,424	10,498
Other	<u>118,505</u>	<u>118,505</u>	
Total Expenditures	653,823	637,808	16,015
Other Financing Sources			
Operating Transfers In	<u>100,550</u>	<u>100,550</u>	
Total Other Financing Sources	100,550	100,550	
Excess of Revenue and Other Financing Sources (under) Expenditures and Other Uses	(48,051)	(32,033)	16,018
Cancellation of Prior Years Encumbrances	20,895	20,895	
Fund Balance, January 1	<u>27,156</u>	<u>27,156</u>	
Fund Balance, December 31	<u><u>\$</u></u>	<u><u>\$ 16,018</u></u>	<u><u>\$ 16,018</u></u>

(Continued)

**CITY OF NORWOOD, OHIO**  
Schedule of Revenue, Expenditures and Changes in Fund Balance  
**Budget (Non-GAAP Budgetary Basis) and Actual**  
For the Year Ended December 31, 2002

	Budget 2002	Actual 2002	Variance Favorable (Unfavorable)
PERMISSIVE TAX			
Revenue:			
Permissive Tax	\$ 146,592	\$ 146,592	\$
Total Revenue	146,592	146,592	
Expenditures			
Capital Outlay	549,732	169,222	380,510
Total Expenditures	549,732	169,222	380,510
Excess of Revenue and Other Financing Sources (under) Expenditures and Other Uses	(403,140)	-22,630	380,510
Cancellation of Prior Years Encumbrances	134,805	134,805	
Fund Balance, January 1	268,335	268,335	
Fund Balance, December 31	\$	\$ 380,510	\$ 380,510

(Continued)

**CITY OF NORWOOD, OHIO**  
Schedule of Revenue, Expenditures and Changes in Fund Balances  
**Budget (Non-GAAP Budgetary Basis) and Actual**  
For the Year Ended December 31, 2002

	Budget 2002	Actual 2002	Variance Favorable (Unfavorable)
	<u>                    </u>	<u>                    </u>	<u>                    </u>
ECONOMIC DEVELOPMENT			
Revenue			
Intergovernmental Revenue	118,821	118,952	131
Miscellaneous	\$ 85,270	\$ 85,274	\$ 4
	<u>                    </u>	<u>                    </u>	<u>                    </u>
Total Revenue	204,091	204,226	135
Expenditures			
Community Environment			
Personal Services	121,921	121,921	
Contractual Services	301,890	84,937	216,953
Materials and Supplies	2,083	494	1,589
	<u>                    </u>	<u>                    </u>	<u>                    </u>
Total Expenditures	425,894	207,352	218,542
Excess of Revenue and Other Financing Sources (under) Expenditures and Other Uses	(221,803)	(3,126)	218,677
Cancellation of Prior Year Encumbrance	5,128	5,128	
Fund Balance, January 1	<u>216,675</u>	<u>216,675</u>	<u>                    </u>
Fund Balance, December 31	<u>\$</u>	<u>\$ 218,677</u>	<u>\$ 218,677</u>

(Continued)



**CITY OF NORWOOD, OHIO**  
Schedule of Revenue, Expenditures and Changes in Fund Balances  
**Budget (Non-GAAP Budgetary Basis) and Actual**  
For the Year Ended December 31, 2002

	Budget 2002	Actual 2002	Variance Favorable (Unfavorable)
STATE HIGHWAY IMPROVEMENT			
Revenue			
Taxes			
License Tax	\$ 12,255	\$ 12,255	\$
Gasoline Tax	27,825	27,826	1
Total Taxes	40,080	40,081	1
Miscellaneous	360	384	24
Total Revenue	40,440	40,465	25
Expenditures			
Highways and Streets	75,811	63,254	12,557
Total Expenditures	75,811	63,254	12,557
Excess of Revenue and Other Financing Sources (under) Expenditures and Other Uses	(35,371)	-22,789	12,582
Cancellation of Prior Years Encumbrances	2,281	2,281	
Fund Balance, January 1	33,090	33,090	
Fund Balance, December 31	\$	\$ 12,582	\$ 12,582

(Continued)

**CITY OF NORWOOD, OHIO**  
Schedule of Revenue, Expenditures and Changes in Fund Balances  
**Budget (Non-GAAP Budgetary Basis) and Actual**  
For the Year Ended December 31, 2002

	<u>Budget 2002</u>	<u>Actual 2002</u>	<u>Variance Favorable (Unfavorable)</u>
CYPRESS WAY NATURE PRESERVE			
Revenue			
Donations	\$ 11,250	\$ 11,250	\$ _____
Total Revenue	11,250	11,250	
Expenditures			
Community Environment	<u>12,736</u>	<u>10,957</u>	<u>1,779</u>
Total Expenditures	12,736	10,957	1,779
Excess of Revenue and Other Financing Sources (under) Expenditures and Other Uses	(1,486)	293	1,779
Cancellation of Prior Years Encumbrances	1,032	1,032	
Fund Balance, January 1	<u>454</u>	<u>454</u>	<u>_____</u>
Fund Balance, December 31	<u>\$ _____</u>	<u>\$ 1,779</u>	<u>\$ 1,779</u>

(Continued)

**CITY OF NORWOOD, OHIO**  
Schedule of Revenue, Expenditures and Changes in Fund Balances  
**Budget (Non-GAAP Budgetary Basis) and Actual**  
For the Year Ended December 31, 2002

	Budget 2002	Actual 2002	Variance Favorable (Unfavorable)
SENIOR DENTAL			
Revenue			
State Grants or Aid	\$ 12,370	\$ 12,370	\$
Total Revenue	12,370	12,370	
Expenditures			
Public Health	39,703	26,623	13,080
Total Expenditures	39,703	26,623	13,080
Excess of Revenue and Other Financing Sources (under) Expenditures and Other Uses	(27,333)	(14,253)	13,080
Cancellation of Prior Years Encumbrances	466	466	
Fund Balance, January 1	26,867	26,867	
Fund Balance, December 31	\$	\$ 13,080	\$ 13,080

(Continued)

**CITY OF NORWOOD, OHIO**  
Schedule of Revenue, Expenditures and Changes in Fund Balances  
**Budget (Non-GAAP Budgetary Basis) and Actual**  
For the Year Ended December 31, 2002

	Budget 2002	Actual 2002	Variance Favorable (Unfavorable)
DRUG LAW ENFORCEMENT			
Revenue			
Fines	\$ 9,700	\$ 9,587	\$ -113
Total Revenue	9,700	9,587	-113
Expenditures			
Public Safety	15,968	11,657	4,311
Total Expenditures	15,968	11,657	4,311
Excess of Revenue and Other Financing Sources (under) Expenditures and Other Uses	(6,268)	(2,070)	4,198
Cancellation of Prior Years Encumbrances	1,077	1,077	
Fund Balance, January 1	5,191	5,191	
Fund Balance, December 31	\$	\$ 4,198	\$ 4,198

(Continued)

**CITY OF NORWOOD, OHIO**

Schedule of Revenue, Expenditures and Changes in Fund Balances  
**Budget (Non-GAAP Budgetary Basis) and Actual**

For the Year Ended December 31, 2002

	Budget 2002	Actual 2002	Variance Favorable (Unfavorable)
URBAN DEVELOPMENT			
Expenditures			
General Government	\$ 1,000	\$	\$ 1,000
Total Expenditures	1,000		1,000
Excess of Revenue and Other Financing Sources (under) Expenditures and Other Uses	(1,000)		1,000
Fund Balance, January 1	1,000	1,000	
Fund Balance, December 31	\$	\$ 1,000	\$ 1,000

(Continued)

**CITY OF NORWOOD, OHIO**

Schedule of Revenue, Expenditures and Changes in Fund Balances  
**Budget (Non-GAAP Budgetary Basis) and Actual**

For the Year Ended December 31, 2002

	<u>Budget 2002</u>	<u>Actual 2002</u>	<u>Variance Favorable (Unfavorable)</u>
PACE TELECOMMUNICATIONS			
Revenue			
Miscellaneous	\$ 64,425	\$ 64,425	\$
Total Revenue	64,425	64,425	
Expenditures			
General Government	<u>126,469</u>	<u>62,044</u>	\$ 64,425
Total Expenditures	126,469	62,044	64,425
Excess of Revenue and Other Financing Sources over (under) Expenditures and Other Uses	(62,044)	2,381	64,425
Fund Balance, January 1	<u>62,044</u>	<u>62,044</u>	
Fund Balance, December 31	<u><u>\$</u></u>	<u><u>\$ 64,425</u></u>	<u><u>\$ 64,425</u></u>

(Continued)

**CITY OF NORWOOD, OHIO**  
Schedule of Revenue, Expenditures and Changes in Fund Balances  
**Budget (Non-GAAP Budgetary Basis) and Actual**  
For the Year Ended December 31, 2002

	Budget 2001	Actual 2001	Variance Favorable (Unfavorable)
BJA CRIME PREVENTION			
Revenue			
State Grants or Aid	\$ 19,280	\$ 19,280	\$
Total Revenue	19,280	19,280	
Expenditures			
Public Safety	67,164	24,537	42,627
Total Expenditures	67,164	24,537	42,627
Other Financing Sources			
Operating Transfers In	2,837	2,837	
Total Other Financing Sources	2,837	2,837	
Excess of Revenue and Other Financing Sources over Expenditures and Other Uses	(45,047)	(2,420)	42,627
Cancellation of Prior Years Encumbrances			
Fund Balance, January 1	45,047	45,047	
Fund Balance, December 31	\$	\$ 42,627	\$ 42,627

(Continued)

**CITY OF NORWOOD, OHIO**  
Schedule of Revenue, Expenditures and Changes in Fund Balances  
**Budget (Non-GAAP Budgetary Basis) and Actual**  
For the Year Ended December 31, 2002

	Budget 2001	Actual 2001	Variance Favorable (Unfavorable)
<b>RECREATION COMMISSION FUND</b>			
Revenue			
Charges for Services	\$ 97,040	\$ 97,701	\$ 661
Donations	500	500	
<b>Total Revenue</b>	<b>97,540</b>	<b>98,201</b>	<b>661</b>
Expenditures			
Community Environment	234,883	229,987	4,896
<b>Total Expenditures</b>	<b>234,883</b>	<b>229,987</b>	<b>4,896</b>
Other Financing Sources			
Operating Transfers In	127,097	127,097	
<b>Total Other Financing Sources</b>	<b>127,097</b>	<b>127,097</b>	
Excess of Revenue and Other Financing Sources over Expenditures and Other Uses	(10,246)	(4,689)	5,557
Cancellation of Prior Year Encumbrances	2,278	2,278	
Fund Balance, January 1	7,968	7,968	
<b>Fund Balance, December 31</b>	<b>\$ 5,557</b>	<b>\$ 5,557</b>	<b>\$ 5,557</b>

(Continued)



**CITY OF NORWOOD, OHIO**

Schedule of Revenue, Expenditures and Changes in Fund Balances  
**Budget (Non-GAAP Budgetary Basis) and Actual**

For the Year Ended December 31, 2002

	Budget 2001	Actual 2001	Variance Favorable (Unfavorable)
<b>DRUG ABUSE RESISTANCE EDUCATION</b>			
Revenue			
Federal Grants or Aid	\$ 13,921	\$ 13,921	\$
Total Revenue	13,921	13,921	
Expenditures			
Public Safety	30,902	30,902	
Total Expenditures	30,902	30,902	
Other Financing Sources			
Operating Transfers In	14,909	14,909	
Total Other Financing Sources	14,909	14,909	
Excess of Revenue and Other Financing Sources over Expenditures and Other Uses	(2,072)	(2,072)	
Fund Balance, January 1	2,072	2,072	
Fund Balance, December 31	\$	\$	\$

(Continued)

**CITY OF NORWOOD, OHIO**

Schedule of Revenue, Expenditures and Changes in Fund Balances  
**Budget (Non-GAAP Budgetary Basis) and Actual**

For the Year Ended December 31, 2002

	Budget 2002	Actual 2002	Variance Favorable (Unfavorable)
	<u>          </u>	<u>          </u>	<u>          </u>
LINDNER PARK FLOWER FUND			
Revenue			
Donations	\$ 250	\$ 250	\$
Total Revenue	250	250	
Expenditures			
Community Environment	<u>20,331</u>	<u>19,390</u>	<u>941</u>
Total Expenditures	20,331	19,390	941
Excess of Revenue and Other Financing Sources over Expenditures and Other Uses	(20,081)	(19,140)	941
Fund Balance, January 1	<u>20,081</u>	<u>20,081</u>	
Fund Balance, December 31	<u><u>\$</u></u>	<u><u>\$ 941</u></u>	<u><u>\$ 941</u></u>

(Continued)

**CITY OF NORWOOD, OHIO**  
Schedule of Revenue, Expenditures and Changes in Fund Balances  
**Budget (Non-GAAP Budgetary Basis) and Actual**  
For the Year Ended December 31, 2002

	Budget 2002	Actual 2002	Variance Favorable (Unfavorable)
POLICE AND FIRE PENSION REPAYMENT			
Expenditures			
Debt Service			
Principal Retirement	\$ 210,000	\$ 210,000	\$
Total Expenditures	210,000	210,000	
Other Financing Sources			
Operating Transfers In	210,000	210,000	
Total Other Financing Sources	210,000	210,000	
Excess of Revenue and Other Financing Sources over Expenditures and Other Uses			
Fund Balance, January 1			
Fund Balance, December 31	\$	\$	\$

(Continued)

**CITY OF NORWOOD, OHIO**  
Schedule of Revenue, Expenditures and Changes in Fund Balances  
**Budget (Non-GAAP Budgetary Basis) and Actual**  
For the Year Ended December 31, 2002

	Budget 2002	Actual 2002	Variance Favorable (Unfavorable)
<b>BUREAU OF CRIPPLED CHILDRENS' SAFETY</b>			
Revenue			
State Grants or Aid	\$ 18,900	\$ 18,910	\$ 10
Total Revenue	18,900	18,910	10
Expenditures			
Public Health	35,541	13,445	22,096
Total Expenditures	35,541	13,445	22,096
Excess of Revenue and Other Financing Sources over (under) Expenditures and Other Uses	(16,641)	5,465	22,106
Fund Balance, January 1	16,641	16,641	
Fund Balance, December 31	\$	\$ 22,106	\$ 22,106

(Continued)

**CITY OF NORWOOD, OHIO**

Schedule of Revenue, Expenditures and Changes in Fund Balances  
**Budget (Non-GAAP Budgetary Basis) and Actual**

For the Year Ended December 31, 2002

	Budget 2002	Actual 2002	Variance Favorable (Unfavorable)
SEPARATION PAY			
Expenditures			
General Government	\$ 849,236	\$ 849,236	\$
Total Expenditures	849,236	849,236	
Other Financing Sources			
Operating Transfers In	836,538	836,538	
Total Other Financing Sources	836,538	836,538	
Excess of Revenue and Other Financing Sources (under) Expenditures and Other Uses	(12,698)	(12,698)	
Fund Balance, January 1	12,698	12,698	
Fund Balance, December 31	\$	\$	\$

(Continued)

**CITY OF NORWOOD, OHIO**  
Schedule of Revenue, Expenditures and Changes in Fund Balances  
**Budget (Non-GAAP Budgetary Basis) and Actual**  
For the Year Ended December 31, 2002

	Budget 2002	Actual 2002	Variance Favorable (Unfavorable)
ROBERT S. MCCULLOUGH GARDEN			
Revenue			
Miscellaneous	\$ 627	\$ 627	\$
Total Revenue	627	627	
Expenditures			
Community Environment	4,923	4,296	627
Total Expenditures	4,923	4,296	627
Excess of Revenue and Other Financing Sources over (under) Expenditures and Other Uses	(4,296)	-3,669	627
Fund Balance, January 1	4,296	4,296	
Fund Balance, December 31	<u>\$</u>	<u>\$ 627</u>	<u>\$ 627</u>

(Continued)

**CITY OF NORWOOD, OHIO**  
Schedule of Revenue, Expenditures and Changes in Fund Balances  
**Budget (Non-GAAP Budgetary Basis) and Actual**  
For the Year Ended December 31, 2002

	<u>Budget 2002</u>	<u>Actual 2002</u>	<u>Variance Favorable (Unfavorable)</u>
<b>ALCOHOL EDUCATION AND ENFORCEMENT</b>			
Revenue			
State Grants or Aid	\$ 1,410	\$ 1,435	\$ 25
Total Revenue	1,410	1,435	25
Expenditures			
Public Safety	8,615	2,791	5,824
Total Expenditures	8,615	2,791	5,824
Excess of Revenue and Other Financing Sources over (under) Expenditures and Other Uses	(7,205)	-1,356	5,849
Cancellation of Prior Years Encumbrances	111	111	
Fund Balance, January 1	<u>7,094</u>	<u>7,094</u>	
Fund Balance, December 31	<u>\$</u>	<u>\$ 5,849</u>	<u>\$ 5,849</u>

(Continued)

**CITY OF NORWOOD, OHIO**  
Schedule of Revenue, Expenditures and Changes in Fund Balances  
**Budget (Non-GAAP Budgetary Basis) and Actual**  
For the Year Ended December 31, 2002

	Budget 2002	Actual 2002	Variance Favorable (Unfavorable)
<b>BUILDING CODE ASSESSMENT</b>			
Revenue			
Licenses and Permits	\$ 2,000	\$ 2,011	\$ 11
Total Revenue	2,000	2,011	11
Expenditures			
Community Environment	3,028	1,872	1,156
Total Expenditures	3,028	1,872	1,156
Excess of Revenue and Other Financing Sources (under) Expenditures and Other Uses	(1,028)	139	1,167
Cancellation of Prior Years Encumbrances			
Fund Balance, January 1	1,028	1,028	
Fund Balance, December 31	\$	\$ 1,167	\$ 1,167

(Continued)



**CITY OF NORWOOD, OHIO**  
Schedule of Revenue, Expenditures and Changes in Fund Balances  
**Budget (Non-GAAP Budgetary Basis) and Actual**  
For the Year Ended December 31, 2002

	Budget 2002	Actual 2002	Variance Favorable (Unfavorable)
<b>POLICE VEHICLE REPLACEMENT</b>			
Revenue			
Donations	2,000	2,000	
Total Revenue	2,000	2,000	
Expenditures			
Public Safety	\$ 14,392	\$ 14,392	\$
Total Expenditures	14,392	14,392	
Other Financing Sources			
Operating Transfers In	10,024	10,024	
Total Other Financing Sources	10,024	10,024	
Excess of Revenue and Other Financing Sources over (under) Expenditures and Other Uses	(2,368)	(2,368)	
Fund Balance, January 1	2,368	2,368	
Fund Balance, December 31	\$	\$	\$

(Continued)

CITY OF NORWOOD, OHIO  
Schedule of Revenue, Expenditures and Changes in Fund Balances  
**Budget (Non-GAAP Budgetary Basis) and Actual**  
For the Year Ended December 31, 2002

	Budget 2002	Actual 2002	Variance Favorable (Unfavorable)
COUNCIL ON AGING			
Revenue			
Intergovernmental Revenue	\$ 27,500	\$ 28,811	\$ 1,311
Total Revenue	27,500	28,811	1,311
Expenditures			
Community Environment	36,097	36,001	96
Total Expenditures	36,097	36,001	96
Excess of Revenue and Other Financing Sources over (under) Expenditures and Other Uses	(8,597)	(7,190)	1,407
Fund Balance, January 1	8,597	8,597	
Fund Balance, December 31	\$	\$ 1,407	\$ 1,407

(Continued)

CITY OF NORWOOD, OHIO  
Schedule of Revenue, Expenditures and Changes in Fund Balances  
**Budget (Non-GAAP Budgetary Basis) and Actual**  
For the Year Ended December 31, 2002

	Budget 2002	Actual 2002	Variance Favorable (Unfavorable)
STEP GRANT			
Revenue			
Federal Grants or Aid	\$ 8,406	\$ 8,406	\$
Total Revenue	8,406	8,406	
Expenditures			
Public Safety	34,997	21,855	13,142
Total Expenditures	34,997	21,855	13,142
Excess of Revenue and Other Financing Sources over (under) Expenditures and Other Uses	(26,591)	(13,449)	13,142
Fund Balance, January 1	26,591	26,591	
Fund Balance, December 31	\$	\$ 13,142	\$ 13,142

(Continued)

CITY OF NORWOOD, OHIO  
Schedule of Revenue, Expenditures and Changes in Fund Balances  
**Budget (Non-GAAP Budgetary Basis) and Actual**  
For the Year Ended December 31, 2002

	Budget 2002	Actual 2002	Variance Favorable (Unfavorable)
RECYCLE OHIO! GRANT			
Revenue			
State Grants or Aid	\$ 15,630	\$ 28,630	\$ 13,000
Total Revenue	15,630	28,630	13,000
Expenditures			
Community Environment	19,754	16,958	2,796
Total Expenditures	19,754	16,958	2,796
Other Financing Sources			
Operating Transfers In	100	100	
Total Other Financing Sources	100	100	
Excess of Revenue and Other Financing Sources over (under) Expenditures and Other Uses	(4,024)	11,772	15,796
Fund Balance, January 1	4,024	4,024	
Fund Balance, December 31	\$	\$ 15,796	\$ 15,796

(Continued)

CITY OF NORWOOD, OHIO  
Schedule of Revenue, Expenditures and Changes in Fund Balances  
**Budget (Non-GAAP Budgetary Basis) and Actual**  
For the Year Ended December 31, 2002

	Budget 2002	Actual 2002	Variance Favorable (Unfavorable)
21ST CENTURY			
Revenue			
Charges for Services	\$ 388,275	\$ 388,442	\$ 167
Total Revenue	388,275	388,442	167
Expenditures			
General Government	404,510	370,687	33,823
Total Expenditures	404,510	370,687	33,823
Excess of Revenue and Other Financing Sources over (under) Expenditures and Other Uses	(16,235)	17,755	33,990
Cancellation of Prior Years Encumbrances	2,758	2,758	
Fund Balance, January 1	13,477	13,477	
Fund Balance, December 31	\$	\$ 33,990	\$ 33,990

(Continued)

CITY OF NORWOOD, OHIO  
Schedule of Revenue, Expenditures and Changes in Fund Balances  
**Budget (Non-GAAP Budgetary Basis) and Actual**  
For the Year Ended December 31, 2002

	Budget 2002	Actual 2002	Variance Favorable (Unfavorable)
<b>EMERGENCY MEDICAL SERVICES</b>			
Revenue			
State Grants or Aid	\$ 8,354	\$ 8,354	
Total Revenue	8,354	8,354	
Expenditures			
Public Safety	\$ 127,514	\$ 112,942	\$ 14,572
Total Expenditures	127,514	112,942	14,572
Other Financing Sources			
Operating Transfers In	110,000	110,000	
Total Other Financing Sources	110,000	110,000	
Excess of Revenue and Other Financing Sources over (under) Expenditures and Other Uses	(9,160)	5,412	14,572
Cancellation of Prior Years Encumbrances	1,921	1,921	
Fund Balance, January 1	7,439	7,439	
Fund Balance, December 31	\$ 200	\$ 14,772	\$ 14,572

(Continued)

CITY OF NORWOOD, OHIO  
Schedule of Revenue, Expenditures and Changes in Fund Balances  
**Budget (Non-GAAP Budgetary Basis) and Actual**  
For the Year Ended December 31, 2002

	<u>Budget 2002</u>	<u>Actual 2002</u>	<u>Variance Favorable (Unfavorable)</u>
TREE BOARD			
Revenue			
Donations	\$ 503	\$ 503	\$ 0
Total Revenue	503	503	0
Expenditures			
Community Environment	<u>533</u>	<u>287</u>	<u>246</u>
Total Expenditures	533	287	246
Excess of Revenue and Other Financing Sources over (under) Expenditures and Other Uses	(30)	216	246
Cancellation of Prior Years Encumbrances	0	0	0
Fund Balance, January 1	<u>30</u>	<u>30</u>	<u>0</u>
Fund Balance, December 31	<u>\$ 0</u>	<u>\$ 246</u>	<u>\$ 246</u>

(Continued)

**CITY OF NORWOOD, OHIO**  
Schedule of Revenue, Expenditures and Changes in Fund Balances  
**Budget (Non-GAAP Budgetary Basis) and Actual**  
For the Year Ended December 31, 2002

	<u>Budget 2002</u>	<u>Actual 2002</u>	<u>Variance Favorable (Unfavorable)</u>
C-9			
Revenue			
Charges for Services	\$ 96,000	\$ 96,000	
Miscellaneous		<u>3,391</u>	<u>\$ 3,391</u>
Total Revenue	96,000	99,391	3,391
Expenditures			
Community Environment			
Employee Benefits		<u>146,238</u>	<u>(146,238)</u>
Total Expenditures		146,238	(146,238)
Excess of Revenue and Other Financing Sources (under) Expenditures and Other Uses	96,000	(46,847)	(142,847)
Fund Balance, January 1	<u>182,914</u>	<u>182,914</u>	
Fund Balance, December 31	<u>\$ 278,914</u>	<u>\$ 136,067</u>	<u>\$ (142,847)</u>

(Continued)



**CITY OF NORWOOD, OHIO**  
Schedule of Revenue, Expenditures and Changes in Fund Balances  
**Budget (Non-GAAP Budgetary Basis) and Actual**  
For the Year Ended December 31, 2002

	Budget 2002	Actual 2002	Variance Favorable (Unfavorable)
DAG			
Revenue			
Intergovernmental Revenue	\$ 77,747	\$ 77,747	0
Total Revenue	77,747	77,747	0
Expenditures			
Public Safety	77,747		77,747
Total Expenditures	77,747	0	77,747
Other Financing (Uses)			
Operating Transfers (Out)			0
Total Other Financing Sources (Uses)	0	0	0
Excess of Revenue and Other Financing Sources (under) Expenditures and Other Uses	0	77,747	77,747
Fund Balance, January 1	0	0	0
Fund Balance, December 31	\$ 0	\$ 77,747	\$ 77,747

(Continued)

## CITY OF NORWOOD, OHIO

### Schedule of Revenue, Expenditures and Changes in Fund Balances Budget (Non-GAAP Budgetary Basis) and Actual

For the Year Ended December 31, 2002

	Budget 2002	Actual 2002	Variance Favorable (Unfavorable)
<b>TOTAL SPECIAL REVENUE FUNDS</b>			
Revenue			
Taxes			
License Tax	\$ 163,398	\$ 163,398	\$
Gasoline Tax	371,015	371,019	4
Total Taxes	534,413	534,417	4
Intergovernmental Revenue			
State Shared Taxes and Permits	146,592	146,592	
State Grants or Aid	194,765	207,931	13,166
Federal Grants or Aid	22,327	22,327	
Other	105,247	106,558	1,311
Total Intergovernmental Revenue	468,931	483,408	14,477
Charges for Services	581,315	582,143	828
Fines, Licenses and Permits	16,193	16,091	(102)
Donations	12,503	12,503	
Miscellaneous	159,078	162,497	3,419
 Total Revenue	 1,772,433	 1,791,059	 18,626
Expenditures			
Current			
General Government	1,381,215	1,281,967	99,248
Public Safety	377,299	219,076	158,223
Community Environment	758,179	673,338	84,841
Highways and Streets	729,634	701,062	28,572
Public Health	75,244	40,068	35,176
Capital Outlay	549,732	169,222	380,510
Debt Service Principal Retirement	210,000	210,000	
 Total Expenditures	 4,081,303	 3,294,733	 786,570
Other Financing Sources			
Operating Transfers In	1,412,055	1,412,055	
 Total Other Financing Sources	 1,412,055	 1,412,055	
Excess of Revenue and Other Financing Sources Over (Under) Expenditures and Other Uses			
	(896,815)	(91,619)	805,196
Cancellation of Prior Year Encumbrances	172,752	172,752	
Fund Balance, January 1	1,003,177	1,003,177	
Fund Balance, December 31	\$ 279,114	\$ 1,084,310	\$ 805,196

# CAPITAL PROJECT FUNDS

## FINANCIAL STATEMENTS

Capital Project Funds are established to account for revenues and expenditures related to the acquisition or construction of capital facilities which are not financed by proprietary funds. Capital facilities are defined as major and permanent in nature.

General Improvement Bond Fund - To account for bond proceeds and the expenditures for the purpose of acquiring and improving municipal buildings and property in the City of Norwood.

Parks & Recreation Improvement Fund - To account for revenues and expenditures designated for capital improvements to City parks and recreational facilities.

Street Repair & Improvement Fund - To account for revenues and expenditures designated for repairs and capital improvements to City streets.

Ross Avenue Resurfacing - To account for revenues and expenditures designated for resurfacing Ross Avenue.

Fixed Assets Fund - To account for the revenue and expenditures related to the acquisition of fixed assets.

Capital Improvement Fund - To account for revenue and expenditures for capital projects that have not been assigned a specific fund name.

Montgomery Road Phase I - To account for the revenue and expenditures for the repair and resurfacing of Montgomery Road from the South Boarder of the City of Norwood north to Wanda Avenue.

Smith Road Resurfacing - To account for revenues and expenditures designated for resurfacing Smith Road.

**CITY OF NORWOOD**

Combining Balance Sheet

**Capital Project Funds**

December 31, 2002

	General Improvement Bond	Parks and Recreation Improvement	Street Repair and Improvement	Ross Avenue Resurfacing
	<u>                    </u>	<u>                    </u>	<u>                    </u>	<u>                    </u>
<u>Assets</u>				
Cash	\$ 116,858	\$ 10,055	<u>                    </u>	<u>                    </u>
Total Assets	<u>\$ 116,858</u>	<u>\$ 10,055</u>	<u>                    </u>	<u>                    </u>
Liabilities and Fund Equity				
<u>Liabilities</u>				
Accounts Payable	<u>                    </u>	<u>                    </u>	<u>                    </u>	<u>                    </u>
Total Liabilities				
<u>Fund Equity</u>				
Fund Balances:				
Reserved for Encumbrances				
Reserved for Capital Projects	<u>116,858</u>	<u>10,055</u>	<u>                    </u>	<u>                    </u>
Total Fund Equity	<u>116,858</u>	<u>10,055</u>	<u>                    </u>	<u>                    </u>
Total Liabilities and Fund Equity	<u>\$ 116,858</u>	<u>\$ 10,055</u>	<u>                    </u>	<u>                    </u>

Fixed Assets	Capital Improvements	Montgomery Road Phase I	Smith Road	Total	
				2002	2001
\$ 11,463	\$ 400			\$ 138,776	\$ 470,840
<u>\$ 11,463</u>	<u>\$ 400</u>			<u>\$ 138,776</u>	<u>\$ 470,840</u>
2,073				2,073	105,532
2,073				2,073	105,532
9,390	400			136,703	117,186 248,122
9,390	400			136,703	365,308
<u>\$ 11,463</u>	<u>\$ 400</u>	<u>\$</u>	<u>\$</u>	<u>\$ 138,776</u>	<u>\$ 470,840</u>

**CITY OF NORWOOD**

Combining Statement of Revenue, Expenditures and Changes in Fund Balances

**Capital Project Funds**

December 31, 2002

	General Improvement Bond	Parks and Recreation Improvement	Street Repair and Improvement	Ross Avenue Resurfacing
	<u>                    </u>	<u>                    </u>	<u>                    </u>	<u>                    </u>
<u>Revenue</u>				
Intergovernmental				\$ 273,204
Miscellaneous				
	<u>                    </u>	<u>                    </u>	<u>                    </u>	<u>                    </u>
Total Revenue				273,204
<u>Expenditures</u>				
Capital Outlay	\$ 89,504		\$ 120,787	273,204
Debt Service				
Principal Retirement				
Interest				
	<u>                    </u>	<u>                    </u>	<u>                    </u>	<u>                    </u>
Total Expenditures	89,504		120,787	273,204
Excess of Revenues Over (Under) Expenditures	(89,504)		(120,787)	
Other Financing Sources				
Capital Leases				
Operating Transfers In				
Operating Transfers (Out)				
	<u>                    </u>	<u>                    </u>	<u>                    </u>	<u>                    </u>
Total Other Financing Sources				
Excess of Revenue and Other Financing Sources Over (Under) Expenditures and Other Uses	(89,504)		(120,787)	
Fund Balances, January 1	<u>206,362</u>	<u>\$ 10,055</u>	<u>120,787</u>	
Fund Balances, December 31	<u><u>\$ 116,858</u></u>	<u><u>\$ 10,055</u></u>		

Fixed Assets	Capital Improvements	Montgomery	Smith Road	Total	
		Road Phase I		2002	2001
		\$ 639,435	\$ 73,515	\$ 986,154	
\$ 37,507				37,507	\$ 21,152
37,507		639,435	73,515	1,023,661	21,152
32,890		639,435	73,515	1,229,335	1,409,634
349,571				349,571	449,544
31,313				31,313	49,119
413,774		639,435	73,515	1,610,219	1,908,297
(376,267)				(586,558)	(1,887,145)
357,953				357,953	217,671
					429,416
					(468,814)
357,953				357,953	178,273
(18,314)				(228,605)	(1,708,872)
27,704	\$ 400			365,308	2,074,180
\$ 9,390	\$ 400			\$ 136,703	\$ 365,308

**CITY OF NORWOOD, OHIO**  
**Schedule of Revenue, Expenditures and Changes in Fund Balances**  
 Budget (Non-GAAP Budgetary Basis) and Actual  
 For the Year Ended December 31, 2002

	<u>Budget 2002</u>	<u>Actual 2002</u>	<u>Variance Favorable (Unfavorable)</u>
<b>GENERAL IMPROVEMENT BOND</b>			
Revenue			
Miscellaneous			
Total Revenue			
Expenditures			
Capital Outlay	<u>\$ 158,716</u>	<u>\$ 41,858</u>	<u>\$ 116,858</u>
Total Expenditures	158,716	41,858	116,858
Other Financing Uses			
Bond Proceeds			
Operating Transfers Out			
Total Other Financing Uses			
Excess of Revenue and Other Financing Sources (under)			
Expenditures and Other Uses	(158,716)	(41,858)	116,858
Cancellation of Prior Years Encumbrances	23,702	23,702	
Fund Balance, January 1	<u>\$ 135,014</u>	<u>135,014</u>	
Fund Balance, December 31	<u><u>                    </u></u>	<u><u>\$ 116,858</u></u>	<u><u>\$ 116,858</u></u>

(Continued)



**CITY OF NORWOOD, OHIO**  
**Schedule of Revenue, Expenditures and Changes in Fund Balances**  
 Budget (Non-GAAP Budgetary Basis) and Actual  
 For the Year Ended December 31, 2002

	<u>Budget 2002</u>	<u>Actual 2002</u>	<u>Variance Favorable (Unfavorable)</u>
<b>PARKS AND RECREATION IMPROVEMENT</b>			
Revenue			
Miscellaneous			
Total Revenue			
Expenditures			
Capital Outlay	\$ 10,055		\$ 10,055
Total Expenditures	10,055		10,055
Other Financing Sources			
Bond Proceeds			
Total Other Financing Sources			
Excess of Revenue and Other Financing Sources (under) Expenditures and Other Uses			
	(10,055)		10,055
Cancellation of Prior Years Encumbrances			
Fund Balance, January 1	\$ 10,055	\$ 10,055	
Fund Balance, December 31		\$ 10,055	\$ 10,055

(Continued)

**CITY OF NORWOOD, OHIO**  
**Schedule of Revenue, Expenditures and Changes in Fund Balances**  
 Budget (Non-GAAP Budgetary Basis) and Actual  
 For the Year Ended December 31, 2002

	<u>Budget 2002</u>	<u>Actual 2002</u>	<u>Variance Favorable (Unfavorable)</u>
<b>STREET REPAIR AND IMPROVEMENT</b>			
Revenue			
Miscellaneous			
Total Revenue			
Expenditures			
Capital Outlay	\$ 120,787	\$ 120,787	
Total Expenditures	120,787	120,787	
Other Financing Sources			
Operating Transfers (Out)			
Total Other Financing Sources			
Excess of Revenue and Other Financing Sources over (under) Expenditures and Other Uses			
	(120,787)	(120,787)	
Cancellation of Prior Years Encumbrances	33,680	33,680	
Fund Balance, January 1	\$ 87,107	\$ 87,107	
Fund Balance, December 31			

(Continued)

**CITY OF NORWOOD, OHIO**  
**Schedule of Revenue, Expenditures and Changes in Fund Balances**  
 Budget (Non-GAAP Budgetary Basis) and Actual  
 For the Year Ended December 31, 2002

	<u>Budget</u> 2002	<u>Actual</u> 2002	<u>Variance</u> Favorable (Unfavorable)
<b>ROSS AVENUE RESURFACING</b>			
Revenue			
Intergovernmental Revenue			
State Grants or Aid	\$ 273,204	\$ 273,204	
Total Revenue	273,204	273,204	
Expenditures			
Capital Outlay	<u>273,204</u>	<u>273,204</u>	
Total Expenditures	\$ 273,204	\$ 273,204	
Other Financing Sources			
Operating Transfers In	<u>                    </u>	<u>                    </u>	
Total Other Financing Sources			
Excess of Revenue and Other Financing Sources (under) Expenditures and Other Uses			
Cancellation of Prior Years Encumbrances			
Fund Balance, January 1	<u>                    </u>	<u>                    </u>	
Fund Balance, December 31	<u><u>                    </u></u>	<u><u>                    </u></u>	

(Continued)

**CITY OF NORWOOD, OHIO**  
**Schedule of Revenue, Expenditures and Changes in Fund Balances**  
 Budget (Non-GAAP Budgetary Basis) and Actual  
 For the Year Ended December 31, 2002

	<u>Budget 2002</u>	<u>Actual 2002</u>	<u>Variance Favorable (Unfavorable)</u>
<b>FIXED ASSETS</b>			
Revenue			
Miscellaneous	\$ 37,507	\$ 37,507	
Total Revenue	37,507	37,507	
Expenditures			
Capital Outlay	<u>410,689</u>	<u>410,021</u>	<u>\$ 668</u>
Total Expenditures	410,689	410,021	668
Other Financing Sources			
Operating Transfers In	<u>357,953</u>	<u>357,953</u>	
Total Other Financing Sources	357,953	357,953	
Excess of Revenue and Other Financing Sources over (under) Expenditures and Other Uses	(15,229)	(14,561)	668
Cancellation of Prior Years Encumbrances			
Fund Balance, January 1	<u>\$ 15,229</u>	<u>15,229</u>	
Fund Balance, December 31	<u><u>357,953</u></u>	<u><u>\$ 358,621</u></u>	<u><u>\$ 668</u></u>

(Continued)

**CITY OF NORWOOD, OHIO**  
**Schedule of Revenue, Expenditures and Changes in Fund Balances**  
 Budget (Non-GAAP Budgetary Basis) and Actual  
 For the Year Ended December 31, 2002

	<u>Budget 2002</u>	<u>Actual 2002</u>	<u>Variance Favorable (Unfavorable)</u>
<b>CAPITAL IMPROVEMENTS</b>			
Expenditures			
Capital Outlay	\$ 400	<u>                    </u>	\$ 400
Total Expenditures	400		400
Other Financing Sources			
Operating Transfers (Out)	<u>                    </u>	<u>                    </u>	<u>                    </u>
Total Other Financing Sources			
Excess of Revenue and Other Financing Sources (under) Expenditures and Other Uses	(400)		400
Cancellation of Prior Years Encumbrances			
Fund Balance, January 1	\$ 400	\$ 400	<u>                    </u>
Fund Balance, December 31	<u>                    </u>	<u>\$ 400</u>	<u>\$ 400</u>

(Continued)

**CITY OF NORWOOD, OHIO**  
**Schedule of Revenue, Expenditures and Changes in Fund Balances**  
 Budget (Non-GAAP Budgetary Basis) and Actual  
 For the Year Ended December 31, 2002

	<u>Budget 2002</u>	<u>Actual 2002</u>	<u>Variance Favorable (Unfavorable)</u>
MONTGOMERY ROAD PHASE I			
Revenue			
Intergovernmental Revenue			
State Grants or Aid	\$ 639,435	\$ 639,435	
Total Revenue	639,435	639,435	
Expenditures			
Capital Outlay	639,435	639,435	
Total Expenditures	\$ 639,435	\$ 639,435	
Other Financing Sources			
Operating Transfers In			
Total Other Financing Sources			
Excess of Revenue and Other Financing Sources over (under) Expenditures and Other Uses			
Cancellation of Prior Years Encumbrances			
Fund Balance, January 1			
Fund Balance, December 31			

(Continued)

**CITY OF NORWOOD, OHIO**  
**Schedule of Revenue, Expenditures and Changes in Fund Balances**  
 Budget (Non-GAAP Budgetary Basis) and Actual  
 For the Year Ended December 31, 2002

	Budget 2002	Actual 2002	Variance Favorable (Unfavorable)
<b>SMITH ROAD RESURFACING</b>			
Revenue			
Intergovernmental Revenue			
State Grants or Aid	\$ 73,515	\$ 73,515	
Total Revenue	73,515	73,515	
Expenditures			
Capital Outlay	73,515	73,515	
Total Expenditures	\$ 73,515	\$ 73,515	
Other Financing Sources			
Operating Transfers In			
Total Other Financing Sources			
Excess of Revenue and Other Financing Sources over (under) Expenditures and Other Uses			
Cancellation of Prior Years Encumbrances			
Fund Balance, January 1			
Fund Balance, December 31			

(Continued)

**CITY OF NORWOOD, OHIO**  
**Schedule of Revenue, Expenditures and Changes in Fund Balances**  
 Budget (Non-GAAP Budgetary Basis) and Actual  
 For the Year Ended December 31, 2002

	<u>Budget</u> 2002	<u>Actual</u> 2002	<u>Variance</u> Favorable (Unfavorable)
<b>TOTAL CAPITAL PROJECT FUNDS</b>			
<b>Revenue</b>			
Intergovernmental			
State Grants or Aid	\$ 986,154	\$ 986,154	
Miscellaneous	<u>37,507</u>	<u>37,507</u>	
Total Revenue	1,023,661	1,023,661	
<b>Expenditures</b>			
Capital Outlay	<u>1,686,801</u>	<u>1,558,820</u>	<u>\$ 127,981</u>
Total Expenditures	1,686,801	1,558,820	127,981
<b>Other Financing Sources (Uses)</b>			
Bond Proceeds			
Operating Transfers In	357,953	357,953	
Operating Transfers (Out)	<u>                    </u>	<u>                    </u>	
Total Other Financing Sources (Uses)	357,953	357,953	
Excess of Revenue and Other Financing Sources (under) Expenditures and Other Uses	(305,187)	(177,206)	127,981
Cancellation of Prior Years Encumbrances	57,382	57,382	
Fund Balance, January 1	<u>\$ 247,805</u>	<u>247,805</u>	
Fund Balance, December 31	<u><u>                    </u></u>	<u><u>\$ 127,981</u></u>	<u><u>\$ 127,981</u></u>



# FIDUCIARY FUNDS

## FINANCIAL STATEMENTS

The Fiduciary Funds are established to account for funds held by the City as trustee or agent for individuals, private organizations, other governmental units and/or other funds.

### **Expendable Trust Funds:**

Community Center Trust Fund - To account for revenues derived from donations and miscellaneous Community Center activities; and to account for expenditure of these funds for the Community Center.

### **Agency Funds:**

Sewage Fund - To account for moneys collected from Norwood citizens, businesses and industries for sewer service; and to account for the payment of sewer bills.

Mayor's Court Fund - To account for moneys collected and dispersed through the operations of the City's Mayor's Court.

Mayor's Court Computerization Fund - To account for moneys collected and dispersed for the computerization of Mayor's Court operation.

**THE CITY OF NORWOOD, OHIO**

Fiduciary Funds - Trust and Agency

**Combining Balance Sheet**

December 31, 2002

	Expendable Trust	Agency	Total 2002	Total 2001
<u>Assets</u>				
Cash	\$ 2,584	\$ 366,828	\$ 369,412	\$ 349,888
Accounts Receivable		488,847	488,847	429,942
Total Assets	<u>\$ 2,584</u>	<u>\$ 855,675</u>	<u>\$ 858,259</u>	<u>\$ 779,830</u>
<u>Liabilities and Fund Equity</u>				
Liabilities				
Due to Others		\$ 855,675	\$ 855,675	\$ 777,246
Total Liabilities		855,675	855,675	777,246
Fund Equity				
Reserved in Accordance with Trusts	\$ 2,584		2,584	2,584
Total Fund Equity	2,584		2,584	2,584
Total Liabilities and Fund Equity	<u>\$ 2,584</u>	<u>\$ 855,675</u>	<u>\$ 858,259</u>	<u>\$ 779,830</u>

**THE CITY OF NORWOOD, OHIO**

Community Center Trust Fund

**Balance Sheet**

December 31, 2002 and 2001

	<u>2002</u>	<u>2001</u>
<u>Assets</u>		
Cash	\$ 2,584	\$ 2,584
Total Assets	<u>\$ 2,584</u>	<u>\$ 2,584</u>
<u>Liabilities and Fund Equity</u>		
Fund Equity		
Reserved in Accordance with Trusts	\$ 2,584	\$ 2,584
Total Fund Equity	<u>\$ 2,584</u>	<u>\$ 2,584</u>

**THE CITY OF NORWOOD, OHIO**

Community Center Trust Fund

**Statement of Revenues, Expenditures and Changes in Fund Balance**

For the Year Ended December 31, 2002 and 2001

	<u>2002</u>	<u>2001</u>
Fund Balance, January 1	\$ 2,584	\$ 2,584
Fund Balance, December 31	<u>\$ 2,584</u>	<u>\$ 2,584</u>

**THE CITY OF NORWOOD, OHIO**  
Combining Statement of Changes in Assets and Liabilities  
**Agency Funds**  
For the Year Ended December 31, 2002

	Balance January 1 2002	Additions	Deductions	Balance December 31, 2002
<b>Sewage</b>				
<b>Assets</b>				
Cash	\$ 294,326	\$ 348,220	\$ 294,326	\$ 348,220
Accounts Receivable	429,942	488,847	429,942	488,847
<b>Total Assets</b>	<b>724,268</b>	<b>837,067</b>	<b>724,268</b>	<b>837,067</b>
<b>Liabilities</b>				
Due to Others	724,268	837,067	724,268	837,067
<b>Total Liabilities</b>	<b>724,268</b>	<b>837,067</b>	<b>724,268</b>	<b>837,067</b>
<b>Mayor's Court</b>				
<b>Assets</b>				
Cash	\$ 37,073	\$ 391,481	\$ 427,928	\$ 626
<b>Total Assets</b>	<b>37,073</b>	<b>391,481</b>	<b>427,928</b>	<b>626</b>
<b>Liabilities</b>				
Due to Others	37,073	391,481	427,928	626
<b>Total Liabilities</b>	<b>37,073</b>	<b>391,481</b>	<b>427,928</b>	<b>626</b>
<b>Mayor's Court Computerization Fund</b>				
<b>Assets</b>				
Cash	\$ 15,905	\$ 23,770	\$ 21,693	\$ 17,982
<b>Total Assets</b>	<b>15,905</b>	<b>23,770</b>	<b>21,693</b>	<b>17,982</b>
<b>Liabilities</b>				
Due to Others	15,905	23,770	21,693	17,982
<b>Total Liabilities</b>	<b>15,905</b>	<b>23,770</b>	<b>21,693</b>	<b>17,982</b>
<b>Totals - All Agency Funds</b>				
<b>Assets</b>				
Cash	347,304	763,471	743,947	366,828
Accounts Receivable	429,942	488,847	429,942	488,847
<b>Total Assets</b>	<b>777,246</b>	<b>1,252,318</b>	<b>1,173,889</b>	<b>855,675</b>
<b>Liabilities</b>				
Due to Others	777,246	1,252,318	1,173,889	855,675
<b>Total Liabilities</b>	<b>\$ 777,246</b>	<b>\$ 1,252,318</b>	<b>\$ 1,173,889</b>	<b>\$ 855,675</b>

# Account Groups

**CITY OF NORWOOD, OHIO**  
 Comparative Schedule of General Fixed Assets  
 December 31

	2002	2001
General Fixed Assets		
Land and Improvements	\$ 1,506,178	\$ 1,527,504
Buildings	4,039,431	4,603,237
Machinery and Equipment	2,935,291	2,779,361
Licensed Vehicles	3,047,623	2,912,377
Total General Fixed Assets	\$ 11,528,523	\$ 11,822,479

**CITY OF NORWOOD, OHIO**  
 Comparative Schedule of General Fixed Assets by Source  
 December 31

	2002	2001
Investment in General Fixed Assets from:		
General Fund Revenues	\$ 11,503,083	\$ 11,755,623
Donation	25,440	66,856
Total from All Sources	\$ 11,528,523	\$ 11,822,479

## CITY OF NORWOOD, OHIO

### Comparative Schedule of General Fixed Assets by Function and Activity December 31, 2002

	<u>Total</u>	<u>Land Improvements</u>	<u>Buildings</u>	<u>Machinery and Equipment</u>	<u>Licensed Vehicles</u>
Cypress Way Nature Preserve \$	50,166			\$ 50,166	
City Council	1,596			1,596	
Street Maintenance and Repair	343,006			108,109	\$ 234,897
Clerk of City Council	9,287			9,287	
Mayor	35,505			35,505	
Law Director	18,017			18,017	
Auditor	42,694			42,694	
Treasurer	20,283			20,283	
Earnings Tax Section	25,820			25,820	
Civil Service Commission	811			811	
Safety/Service Director	70,333			21,189	49,144
Division of Buildings	75,082			20,673	54,409
Police Department	1,109,681		\$ 108,912	364,557	636,212
Pace Telecommunications	152,019			85,595	66,424
Fire Department	2,821,469		478,076	682,537	1,660,856
Office of the Superintendent	145,733			66,515	79,218
Division of Waste Collection	281,315		244,000	37,315	
City Garage	522,310		314,800	191,861	15,649
Division of Community Center	507,326		364,688	57,540	85,098
Division of Engineering	1,360			1,360	
Public Land and Buildings	2,384,685		2,135,664	237,725	11,296
Parks and Playgrounds	2,088,016	\$ 1,506,178	183,748	306,302	91,788
Dispatchers E-911	390,622			390,622	
Health Administration	371,020		209,543	98,845	62,632
Recreation	60,367			60,367	
<b>Total General Fixed Assets Allocated by Function</b>	<b><u>\$ 11,528,523</u></b>	<b><u>\$ 1,506,178</u></b>	<b><u>\$ 4,039,431</u></b>	<b><u>\$ 2,935,291</u></b>	<b><u>\$ 3,047,623</u></b>

**CITY OF NORWOOD, OHIO**  
 Comparative Schedule of Changes in General Fixed Assets  
 For The Fiscal Year Ended December 31, 2002

	General Fixed Assets 1/1/2002	Additions	Deductions	General Fixed Assets 12/31/02
Cypress Way Nature Preserve	\$ 24,726	\$ 25,440	\$	\$ 50,166
City Council	1,596			1,596
Street Maintenance and Repair	343,006			343,006
Clerk of City Council	6,587	2,700		9,287
Mayor	35,205	300		35,505
Law Director	18,017			18,017
Auditor	44,370	5,238	6,914	42,694
Treasurer	20,283			20,283
Earnings Tax Section	25,820			25,820
Civil Service Commission	811			811
Safety/Service Director	70,333			70,333
Division of Buildings	78,450		3,368	75,082
Police Department	1,006,188	103,493		1,109,681
Pace Telecommunications	152,019			152,019
Fire Department	2,712,537	175,817	66,885	2,821,469
Office of the Superintendent	143,619	2,964	850	145,733
Division of Waste Collection	281,315		0	281,315
City Garage	521,821	489		522,310
Division of Community Center	468,305	40,580	1,558	507,327
Division of Engineering	1,360			1,360
Public Land and Buildings	2,938,221	8,700	562,236	2,384,685
Parks and Playgrounds	2,109,343		21,326	2,088,017
Dispatchers E-911	386,522	4,100		390,622
Health Administration	371,258	0	240	371,018
Recreation	60,767	0	400	60,367
<b>Total General Fixed Assets Allocated by Function</b>	<b>\$ 11,822,479</b>	<b>\$ 369,821</b>	<b>\$ 663,777</b>	<b>\$ 11,528,523</b>



**CITY OF NORWOOD, OHIO**  
Comparative Schedule of General Long-Term Obligations  
December 31

	2002	2001
Amounts Available and to be Provided for the Retirement of General Long-Term Obligations		
Amount Available to Retire Long-Term Debt	\$ 9,515	\$ 9,438
Amount to be Provided to Retire Other Obligations	16,481,833	17,751,309
Total Available and to be Provided	\$ 16,491,348	\$ 17,760,747
General Long-Term Obligations Payable		
Estimated Liability for Compensated Absences	\$ 3,257,949	\$ 3,276,351
Estimated Liability for Unpaid Claims	20,000	20,000
Non-Current Obligations Under Capital Leases	412,987	762,558
General Obligation Bonds Payable	5,890,105	6,423,544
Special Assessment Debt	2,844,489	2,962,523
Police and Fire Pension Liability	4,065,818	4,315,771
Total General Long-Term Obligations	\$ 16,491,348	\$ 17,760,747

# Schedules

**City Of Norwood, Ohio**  
 Schedule of Annual Debt Service  
 December 31, 2002

**General Obligation Bonds**

<u>Year</u>	<u>Principal</u>	<u>Interest Costs</u>	<u>Annual Debt Service Requirement</u>	<u>Outstanding Debt End Of Year</u>
2002	\$533,438	\$354,393	\$887,831	\$5,890,105
2003	562,078	323,252	885,330	5,328,027
2004	542,384	290,447	832,831	4,785,643
2005	489,567	258,287	747,854	4,296,076
2006	430,204	232,674	662,878	3,865,872
2007	454,374	208,504	662,878	3,411,498
2008	479,904	182,973	662,877	2,931,594
2009	506,873	156,005	662,878	2,424,721
2010	535,360	127,518	662,878	1,889,361
2011	565,452	97,426	662,878	1,323,909
2012	597,239	65,639	662,878	726,670
2013	630,817	32,061	662,878	95,853
2014	95,853	2,852	98,705	0

**Special Assessment Bonds**

<u>Year</u>	<u>Principal</u>	<u>Interest Costs</u>	<u>Debt Service Requirement</u>	<u>Outstanding Debt End Of Year</u>
2002	\$118,034	\$251,814	\$369,848	\$2,844,489
2003	128,067	241,781	369,848	2,716,422
2004	138,953	230,896	369,849	2,577,469
2005	150,764	219,085	369,849	2,426,705
2006	163,579	206,270	369,849	2,263,126
2007	177,483	192,366	369,849	2,085,643
2008	192,569	177,280	369,849	1,893,074
2009	208,937	160,911	369,848	1,684,137
2010	226,697	143,152	369,849	1,457,440
2011	245,966	123,882	369,848	1,211,474
2012	266,873	102,975	369,848	944,601
2013	289,557	80,291	369,848	655,044
2014	314,170	55,679	369,849	340,874
2015	340,874	28,976	369,850	0

**Total Obligations (Continued)**

<u>Year</u>	<u>Principal</u>	<u>Interest Costs</u>	<u>Debt Service Requirement</u>	<u>Outstanding Debt End Of Year</u>
2002	\$651,472	\$606,207	\$1,257,679	\$8,734,594
2003	690,145	565,033	1,255,178	8,044,449
2004	681,337	521,343	1,202,680	7,363,112
2005	640,331	477,372	1,117,703	6,722,781
2006	593,783	438,944	1,032,727	6,128,998
2007	631,857	400,870	1,032,727	5,497,141
2008	672,473	360,253	1,032,726	4,824,668
2009	715,810	316,916	1,032,726	4,108,858
2010	762,057	270,670	1,032,727	3,346,801
2011	811,418	221,308	1,032,726	2,535,383
2012	864,112	168,614	1,032,726	1,671,271
2013	920,374	112,352	1,032,726	750,897
2014	410,023	58,531	468,554	340,874
2015	340,874	28,976	369,850	0

**City Of Norwood, Ohio**

Outstanding Bonds and Notes

December 31, 2002

<u>Year</u>	<u>General Obligation Bonds and Notes</u>	<u>Special Assessment Bonds</u>	<u>Gross Total Debt</u>
1992	\$850,000		\$850,000
1993	420,000		420,000
1994	650,000	\$3,500,000	4,150,000
1995	1,735,788	3,500,000	5,235,788
1996	1,542,667	3,427,654	4,970,321
1997	1,343,087	3,349,156	4,692,243
1998	5,886,836	3,263,985	9,150,821
1999	7,410,730	3,171,575	10,582,305
2000	6,929,957	3,071,310	10,001,267
2001	6,423,544	2,962,523	9,386,067
2002	5,890,105	2,844,489	8,734,594

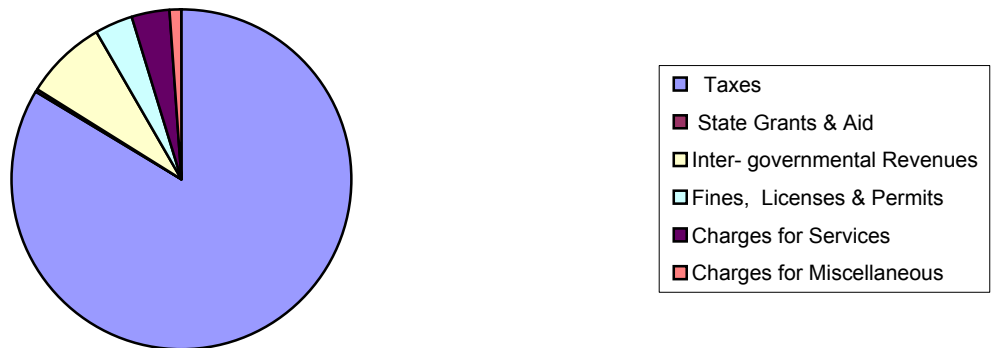
# **Statistical Section**

**CITY OF NORWOOD, OHIO**  
 General Fund  
**General Governmental Revenues by Source**  
 Last Ten Years

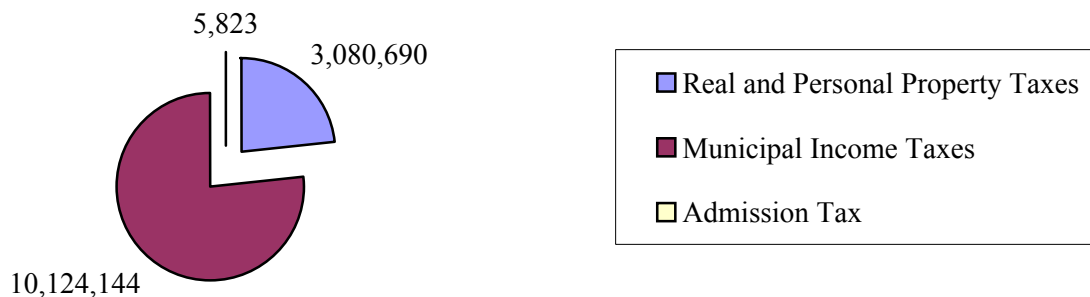
Year	Taxes	Charges for Services	Inter-governmental Revenues	Fines Licenses & Permits	State Grants & Aid	Miscellaneous	Total
1993	\$ 8,527,360	\$ 268,057	\$ 906,540	444,093		\$ 189,154	\$ 10,335,204
1994	9,052,126	85,112	1,010,301	337,506		225,048	10,710,093
1995	10,034,583	62,325	1,101,762	346,590		402,274	11,947,534
1996	10,462,982	62,437	1,297,578	438,410	\$ 12,084	277,999	12,551,490
1997	11,197,605	84,106	1,079,305	427,535	10,850	303,510	13,102,911
1998	11,703,144	87,058	1,358,316	481,036	8,393	607,420	14,245,367
1999	12,800,587	74,845	1,209,239	502,762	9,236	447,365	15,044,034
2000	12,736,447	217,308	1,152,634	716,369	9,012	432,369	15,264,139
2001	13,709,100	611,108	1,194,589	589,906	44,240	575,799	16,724,742
2002	13,210,657	568,683	1,248,539	573,456	43,178	171,569	15,816,082

Note 1 - The revenues presented are presented on a budgetary basis

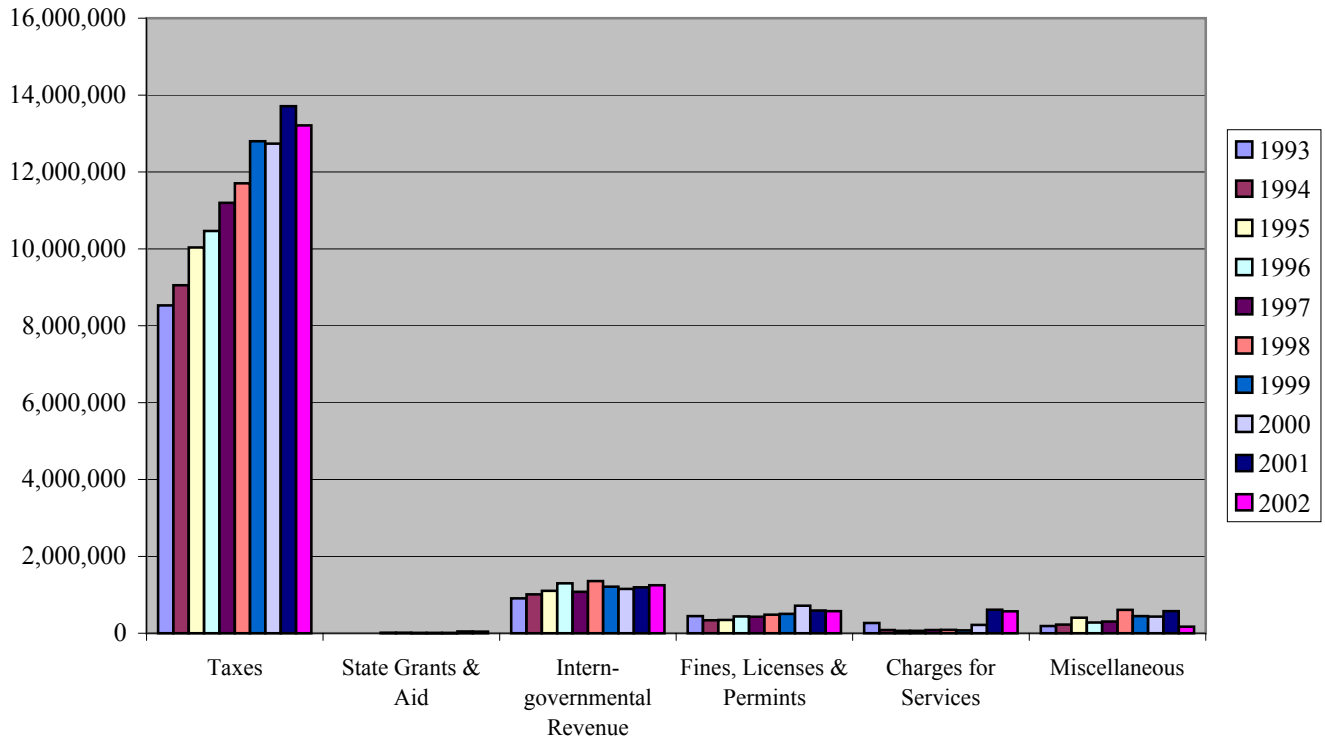
**General Governmental Revenues by Source as a Percentage of Total General Governmental Revenues for 2002**



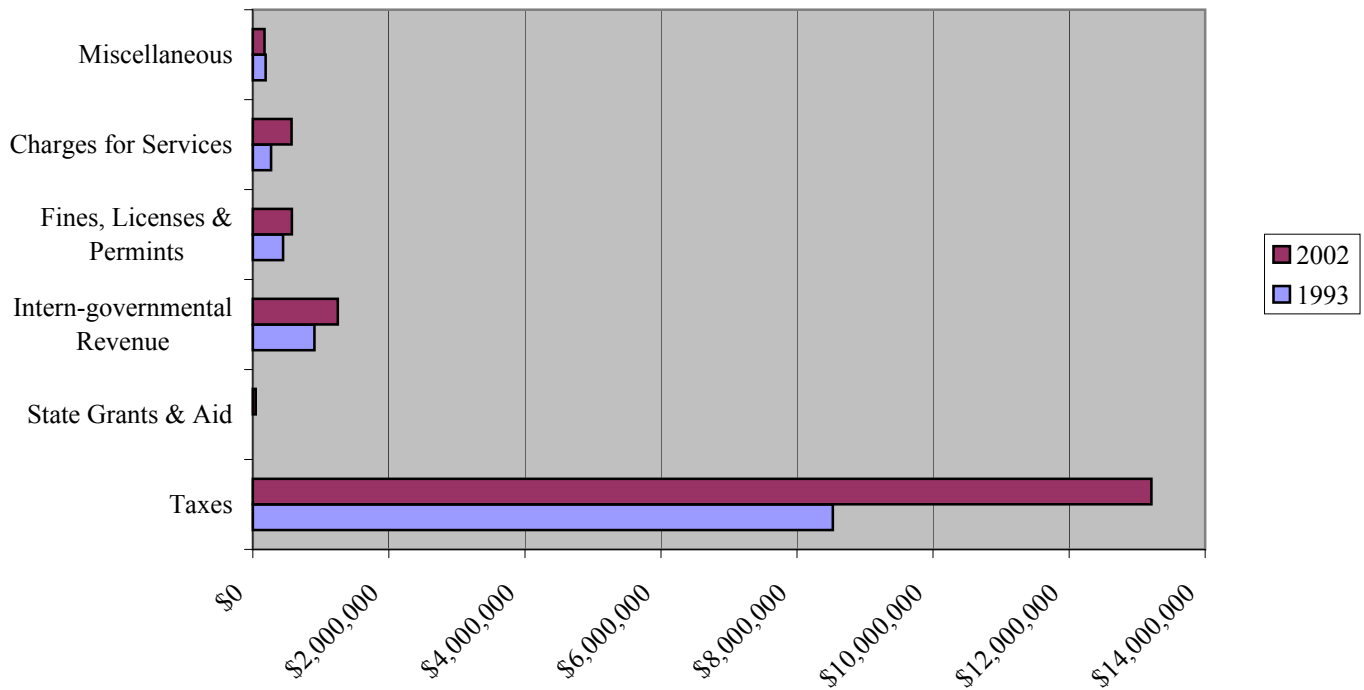
**General Fund Tax Revenue By Source for 2002 (Non-GAAP)**



### Ten Year Compariision of General Governmental Revenues (Non-GAAP) by Source



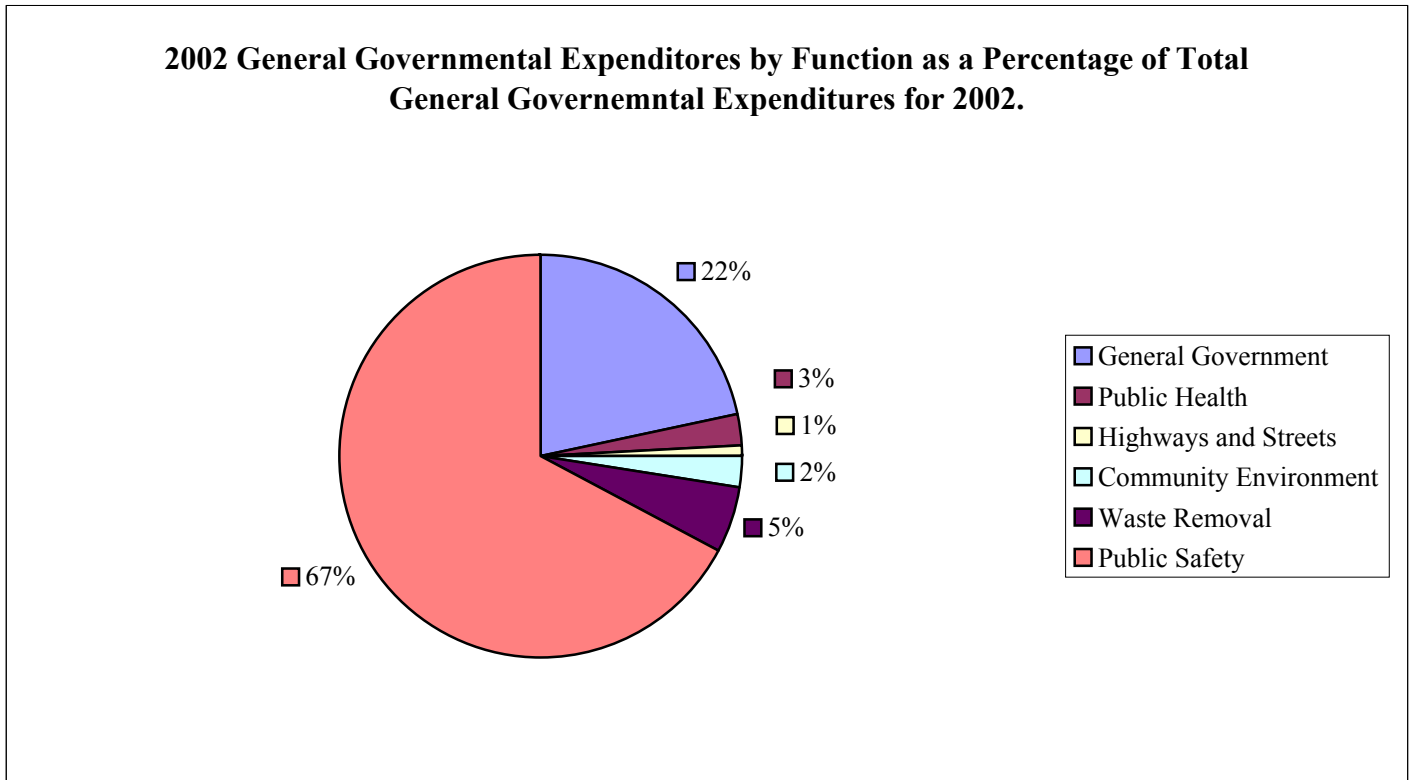
### 2002 General Fund Revenues (Non-GAAP) Compared to 1993



**CITY OF NORWOOD, OHIO**  
 General Fund  
**General Governmental Expenditures by Function**  
 Last Ten Years

Year	General Government	Public Safety	Community Environment	Highways and Streets	Public Health	Waste Removal	Total
1993	\$ 2,480,189	\$ 6,254,438	\$ 378,647	\$ 257,414	\$ 341,022	\$ 497,198	\$ 10,208,908
1994	2,394,852	6,306,565	414,171	132,881	288,540	577,502	10,114,511
1995	2,646,283	5,787,092	475,861	385	279,278	559,220	9,748,119
1996	3,408,101	6,108,143	345,191		332,060	626,064	10,819,559
1997	3,209,460	7,008,466	526,059	158,085	414,238	859,196	12,175,504
1998	3,266,318	7,292,280	499,641	178,475	365,784	874,208	12,476,706
1999	3,573,900	8,509,699	563,433	169,231	424,451	864,521	14,105,235
2000	3,585,462	8,550,692	351,188	121,265	366,282	876,260	13,851,149
2001	3,204,313	10,089,149	403,958	125,717	408,276	865,445	15,096,858
2002	3,351,389	10,409,992	364,055	135,074	408,460	827,932	15,496,902

Note 2 - The expenditures are presented on a budgetary basis.



**General Government** expenditures include all Departments not listed below and all miscellaneous expenditures.

**Public Health** expenditures includes total Department of Health

**Public Safety expenditures** includes the Police and Fire Departments, and Emergency Dispatching.

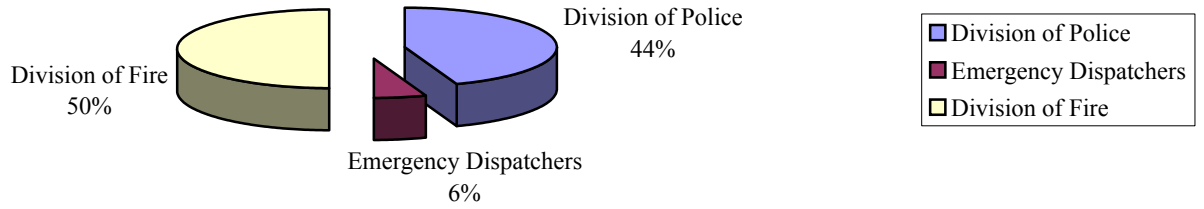
**Community Environment** expenditures include Community Development, Community Center, and Parks and Playgrounds

**Waste Removal** includes the Division of Waste Collection.

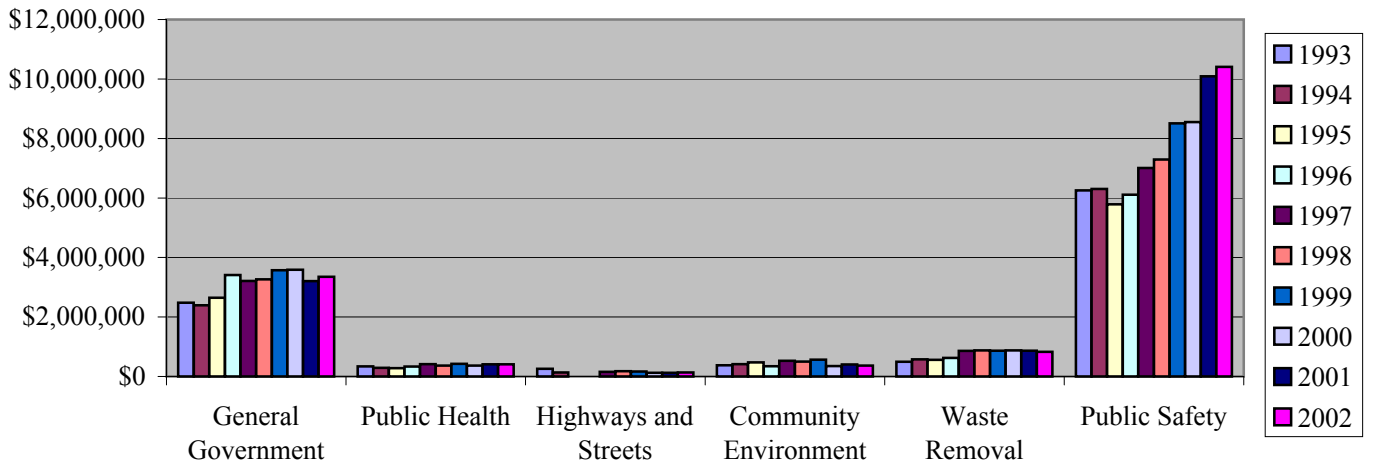
**Highways and Streets** includes the Superintendent of Public Works



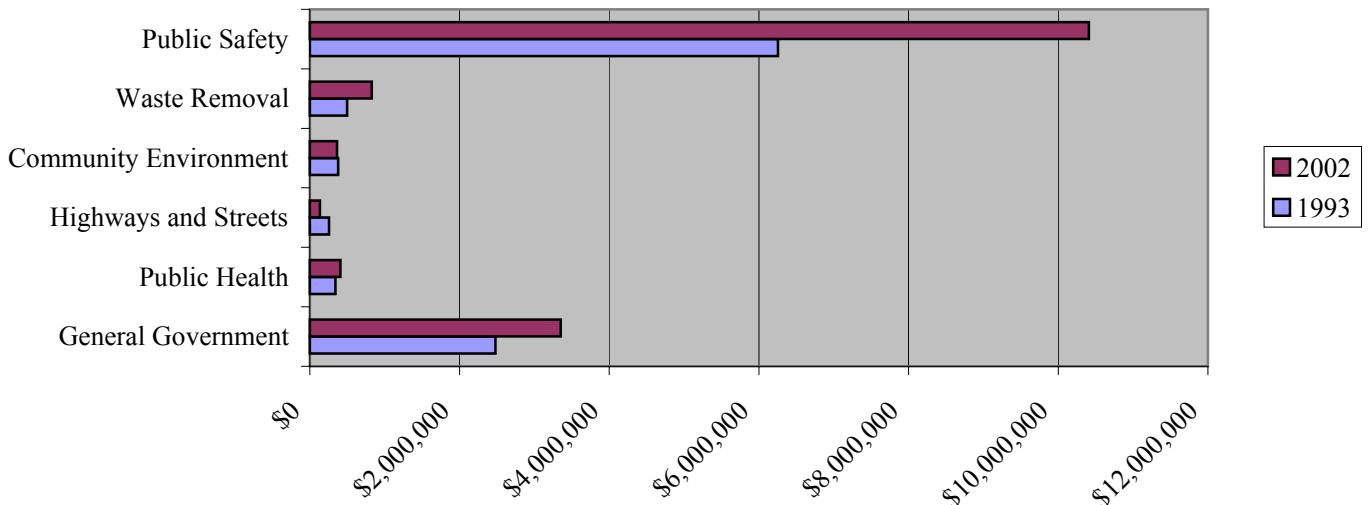
### Public Safety General Fund (Non-GAAP) by Division for 2002



### Ten Year Comparison of General Fund Expenditures (Non-GAAP) by Function



### 2002 General Fund Expenditures (Non-GAAP) as Compared to 1993



**CITY OF NORWOOD, OHIO**  
**Real and Personal Property Tax Levy and Collections**  
 Last Ten Years

Year	Net Tax Levy	Current Collections	Percentage of Current Collections to Net Levy	Prior Year Collections	Total Collections	Percentage of Total Collections to Net Levy
1993	\$ 2,337,323	\$ 2,205,799	94.37%	\$ 94,540	\$ 2,300,339	98.42%
1994	2,374,359	2,296,889	96.74%	82,299	2,379,188	100.20%
1995	2,473,793	2,395,680	96.84%	137,992	2,533,672	102.42%
1996	2,560,676	2,458,743	96.02%	80,567	2,539,310	99.17%
1997	2,645,114	2,552,153	96.49%	107,752	2,659,905	100.56%
1998	2,666,465	2,590,327	97.14%	172,746	2,763,073	103.62%
1999	2,717,192	2,639,790	97.15%	943,306	3,583,097	131.87%
2000	2,805,140	2,620,879	93.43%	93,784	2,714,664	96.77%
2001	2,933,234	2,841,702	96.88%	186,631	3,028,333	103.24%
2002	3,079,060	2,949,019	95.78%	103,013	3,052,032	99.12%

**CITY OF NORWOOD, OHIO**  
**Assessed Valuations and Estimated True Values**  
 Last Ten Years

**Assessed Valuations**

Collection Year	Real Property	Public Utility Property	Tangible Personal Property	Total
1993	\$ 149,657,080	\$ 20,735,510	\$ 49,402,996	\$ 219,795,586
1994	184,494,040	21,359,990	46,224,100	252,078,130
1995	188,453,650	21,766,980	51,992,200	262,212,830
1996	190,144,320	19,853,800	57,403,090	267,401,210
1997	209,384,340	20,021,880	59,656,010	289,062,230
1998	212,354,850	20,504,760	60,957,590	293,817,200
1999	240,422,480	21,215,380	63,403,570	325,041,430
2000	248,145,410	20,169,760	62,648,130	330,963,300
2001	263,722,830	19,243,900	66,970,490	349,937,220
2002	263,722,830	19,243,900	67,856,520	350,823,250

The current assessed valuation for 2002 is computed at approximately the following percentages of estimated true value:

Real property - 35%; Public utilities - 100%; and Tangible personal property machinery and equipment - 25%; Inventory - 25%.

For real property, the estimated true values for the last ten years are computed as follows:

Year	Estimated True Values	Year	Estimated True Values
1993	\$ 427,591,657	1998	\$ 606,728,143
1994	\$ 527,125,829	1999	\$ 686,921,371
1995	\$ 538,439,000	2000	\$ 708,986,886
1996	\$ 543,269,486	2001	\$ 753,493,800
1997	\$ 598,240,971	2002	\$ 753,493,800

For public utility property, the estimated true values for the last ten years are the same as the above assessed valuations. For tangible personal property, the City is not able to calculate estimated true values for the last ten years because the tangible personal property components (machinery and equipment, and business inventory) have been assessed over the years at different percentages per Hamilton County auditor.

**CITY OF NORWOOD, OHIO**  
**Property Tax Rates - Direct and Overlapping Governments**  
 Last Ten Years

Tax Year	Collection Year	City Levy	School Levy	County Levy	Joint Vocational School District Levy	Total Levy
1992	" 1993	11.40	49.18	18.56	2.70	81.84
1993	" 1994	11.40	47.98	18.33	2.70	80.41
1994	" 1995	11.40	46.63	18.30	2.70	79.03
1995	" 1996	11.40	49.92	18.30	2.70	82.32
1996	" 1997	11.40	49.51	19.44	2.70	83.05
1997	" 1998	11.40	48.90	19.01	2.70	82.01
1998	" 1999	11.40	48.82	19.54	2.70	82.46
1999	" 2000	11.40	48.57	20.83	2.70	83.50
2000	" 2001	11.40	52.80	19.92	2.70	86.82
2001	" 2002	11.40	52.95	21.47	2.70	88.52

Note 1: Rates are expressed as dollars of tax per thousand dollars of taxable valuation.

Note 2: For the years 1992 through 1996, no portion of the levy was dedicated to debt service.

Source: Hamilton County Auditor's Office

**CITY OF NORWOOD, OHIO**  
**Computation of Direct and Overlapping Debt**  
 December 31, 2002

	Assessed Valuation (a)	Net General Tax Supported Debt	Percent Overlapping	Net Tax Supported Overall Debt
<u>Direct:</u>				
City of Norwood	\$385,062,230	\$5,890,105	100%	\$5,890,105
<u>Overlapping</u>				
Hamilton County	18,886,720,970	<u>176,605,000 (a)</u>	3%	<u>5,699,999</u>
Total		<u>\$182,495,105</u>		<u>\$11,590,104</u>

Note 1: The Norwood City School District is not included as it has no debt applicable to the City of Norwood.

(a) Source: Hamilton County Auditor's Office

**CITY OF NORWOOD, OHIO**  
**Special Assessment Billings and Collections**  
 Last Ten Years

Tax Year	Collection Year	Current Billed	Delinquent Billed	Current Collected	Delinquent Collected
1992	1993		\$ 2,964		
1993	1994		2,919		\$ 2,919
1994	1995				
1995	1996	\$ 448,193		\$ 448,193	
1996	1997	384,703		384,703	
1997	1998	383,522		382,290	
1998	1999	383,308		383,010	
1999	2000	388,550		386,998	
2000	2001	382,924		382,924	
2001	2002	382,532		381,666	

Source: Hamilton County Auditor's Office

**CITY OF NORWOOD, OHIO**  
**Computation of Legal Debt Margin**  
December 31, 2002

		2002
Overall Debt Limitation - 10-1/2% of Assessed Valuation		\$ 40,431,534
Gross Indebtedness	\$ 8,734,594	
Less Debt Outside Limitations: Special Assessment Debt	2,844,489	
Net Debt Within 10-1/2% Limitation		5,890,105
Legal Debt Margin Within 10-1/2% Limitation		\$ 34,541,429
Unvoted Debt Limitation - 5-1/2% of Assessed Valuation		\$ 21,178,423
Gross Indebtedness Authorized by Council	\$ 8,734,594	
Less Debt Outside Limitation: Special Assessment Bonds	2,844,489	
Net Debt Within 5-1/2% Limitation		5,890,105
Legal Debt Margin Within 5-1/2% Limitation		\$ 15,288,318

**CITY OF NORWOOD, OHIO**  
**Last Ten Years - Comparison Report**  
**Earnings Tax Collections**

Year	Individual	Business	Withholding	Total	% Increase/ Decrease
1993	\$ 605,789	\$ 665,162	\$ 4,954,797	\$ 6,225,748	12.90%
1994	642,179	672,923	5,360,201	6,675,303	7.20%
1995	696,560	1,002,059	5,819,636	7,518,255	12.63%
1996	791,878	907,901	6,247,309	7,947,088	5.70%
1997	858,216	873,003	6,813,044	8,544,263	7.50%
1998	898,522	966,368	7,075,813	8,940,703	4.64%
1999	914,365	903,652	7,515,965	9,333,982	4.4%
2000	905,770	809,445	8,193,394	9,908,609	6.16%
2001	955,092	1,116,867	8,602,998	10,674,957	7.73%
2002	925,801	1,054,170	8,144,173	10,124,144	(5.20)

**CITY OF NORWOOD, OHIO**  
**Ratio of Net General Bonded Debt**  
**To Assessed Value and Net Bonded Debt Per Capita**  
 Last Ten Years

<u>Year</u>	<u>Net Bonded Debt (Note 1)</u>	<u>Assessed Value</u>	<u>Population (Note 2)</u>	<u>Ratio of Net Bonded Debt To Assessed Value</u>	<u>Net Bonded Debt Per Capita</u>
1993	\$750,000	\$219,795,586	23,674	0.34%	32
1994	650,000	252,078,130	23,674	0.26%	27
1995	1,735,788	262,212,830	23,674	0.66%	73
1996	1,542,667	267,401,210	23,674	0.58%	65
1997	1,343,087	289,062,230	23,674	0.46%	57
1998	5,886,836	293,817,200	23,674	2.00%	249
1999	7,410,730	325,041,430	23,674	2.28%	313
2000	6,929,957	330,963,300	21,675	2.09%	320
2001	6,423,544	349,937,200	21,675	1.84%	296
2002	5,890,105	350,823,250	21,675	1.68%	272

Note 1 - Includes only the net general obligation debt that is tax supported.

Note 2 - The 1993 through 1999 figures are based upon the 1990 Bureau of the Census data.

Note 3 - The 2000 through 2002 population figures are based upon the 2000 Bureau of the Census data.

**CITY OF NORWOOD, OHIO**  
**Ratio of Annual Debt Service for General**  
**Bonded Debt to Total General Fund Expenditures**  
 Last Ten Years

<u>Year</u>	<u>Debt Service on General Obligation Debt</u>	<u>General Expenditures</u>	<u>Ratio</u>
1993	\$142,500	\$10,208,908	1.40%
1994	137,500	10,114,511	1.36%
1995	217,477	9,748,119	2.23%
1996	297,453	10,819,559	2.75%
1997	292,453	12,175,504	2.40%
1998	287,453	12,476,706	2.30%
1999	783,100	14,105,235	5.55%
2000	913,871	13,851,149	6.60%
2001	890,331	15,096,858	5.90%
2002	887,831	15,496,902	5.73%

Note 1: General fund expenditures are presented on a budgetary basis.

**TEN LARGEST EMPLOYERS  
IN THE CITY OF NORWOOD  
December 31, 2002**

<u>Name of Employer</u>	<u>Nature of Business</u>	<u>Ranking by Number of Employees</u>
Convergys	Service	1
U.S. Playing Card	Consumer Goods Manufacturing	2
Siemens Automation	Capital Goods	3
Zumbiel Box Company	Packaging Manufacturing	4
United Dairy Farmers	Consumer Goods Manufacturing	5
Norwood Board of Education	Education	6
City of Norwood	Municipal Government	7
EM Industries	Chemical Manufacturing	8
Aramark Services	Uniform Supplies and Cleaning	9
Broadwing-Cincinnati Bell Telephone	Communications	10

Source: Community Development Department

<u>Name of Employer</u>	<u>Nature of Business</u>	<u>Ranking by Revenue Generated</u>
Convergys	Service	1
U.S. Playing Card	Consumer Goods Manufacturing	2
Siemens Automation	Capital Goods	3
United Dairy Farmers	Consumer Goods Manufacturing	4
Zumbiel Box Company	Packaging Manufacturing	5
Broadwing-Cincinnati Bell Telephone	Communications	6
Norwood Board of Education	Education	7
City of Norwood	Municipal Government	8
EM Industries	Chemical Manufacturing	9
MedPace	Clinical Research	10

Source: City of Norwood Tax Department

**TEN LARGEST Taxpayers-Real and Personal Property  
IN THE CITY OF NORWOOD  
December 31, 2002**

Norwood Real Estate	Real Estate	1
Rookwood Commons, LLC	Real Estate	2
Rookwood Pavilion, LTD	Real Estate	3
U.S. Playing Card	Consumer Goods Manufacturing	4
Cinergy	Energy	5
Shepherd Chemical Co.	Chemical Manufacturing	6
Zumbiel Box Company	Packaging Manufacturing	7
EM Industries	Chemical Manufacturing	8
Broadwing-Cincinnati Bell Telephone	Communications	9
Rookwood Towers, LLC	Real Estate	10

Source: Hamilton County Auditor's Office

**UNEMPLOYMENT STATISTICS  
Last Eight Years**

The following table lists the unemployment rates for the Cincinnati Metropolitan area for the past eight years. The figures are expressed in percentages and represent the ratio of the total unemployed to the total labor force

<u>Year</u>	<u>Rate</u>	<u>Year</u>	<u>Rate</u>
1995	4.2%	1999	3.3%
1996	4.3%	2000	2.9%
1997	3.8%	2001	3.9%
1998	3.4%	2002	4.8%

Source: Bureau of Employment Services, State of Ohio

**CITY OF NORWOOD, OHIO**  
**Surety Bond Coverage**  
**December 31, 2002**

Specific surety bond coverage is maintained by the City for the following employees at the amounts listed:

Mayor	\$25,000
Law Director	25,000
Auditor	25,000
City Treasurer	50,000
Income Tax Commissioner	25,000
Deputy Auditor	25,000

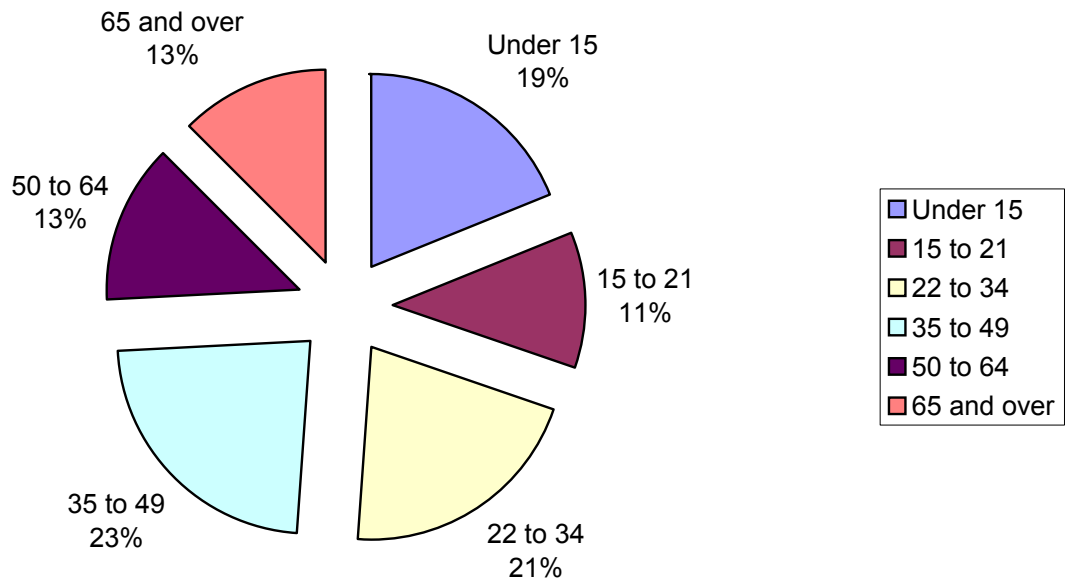
A faithful performance blanket bond coverage of \$5,000 is maintained for all employees.

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**CITY OF NORWOOD, OHIO**  
**Miscellaneous Statistics**  
**December 31, 2002**

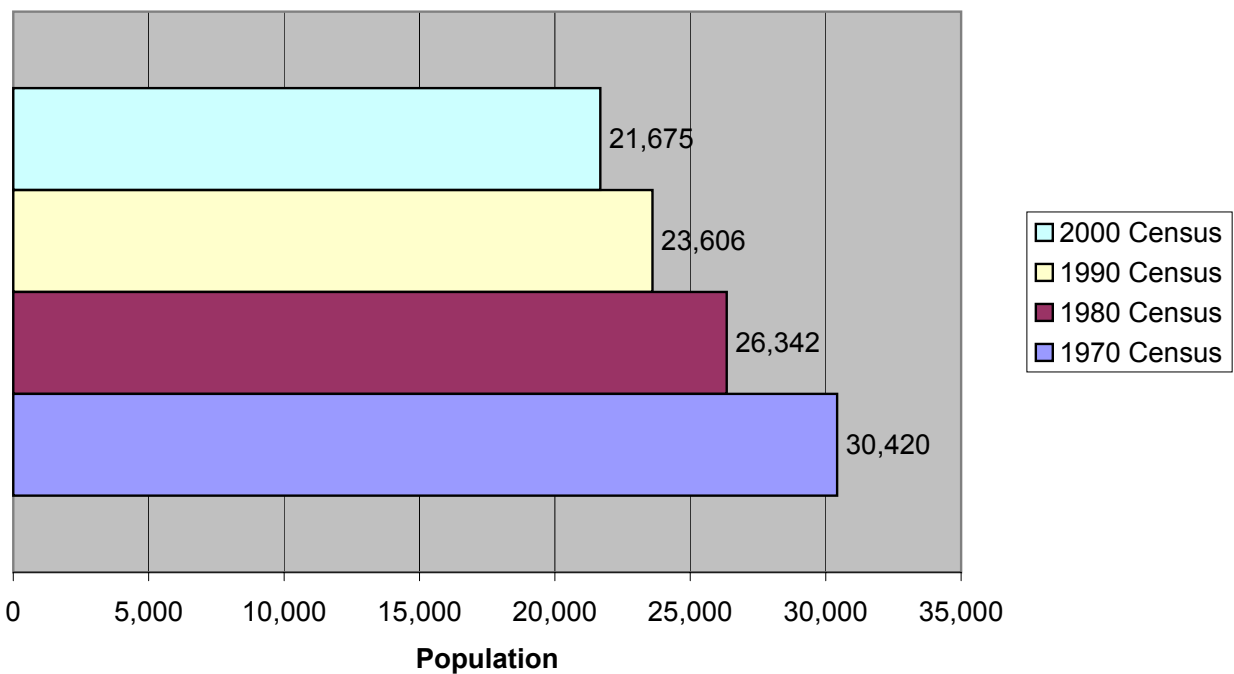
Date of Incorporation	1888
Form of Government	Council/Mayor
Area	3.1 Square Miles
Lane Miles of Streets	60 Miles (Approximately)
Water Lines	302,000 Linear Feet
Storm Sewers	100,000 Linear Feet
Number of Traffic Lights	42
Fire Stations (Active)	1
Police Stations	1
Parks	9
Libraries	1
Total W-2's issued for 2002	343

### Population by Age for the City of Norwood



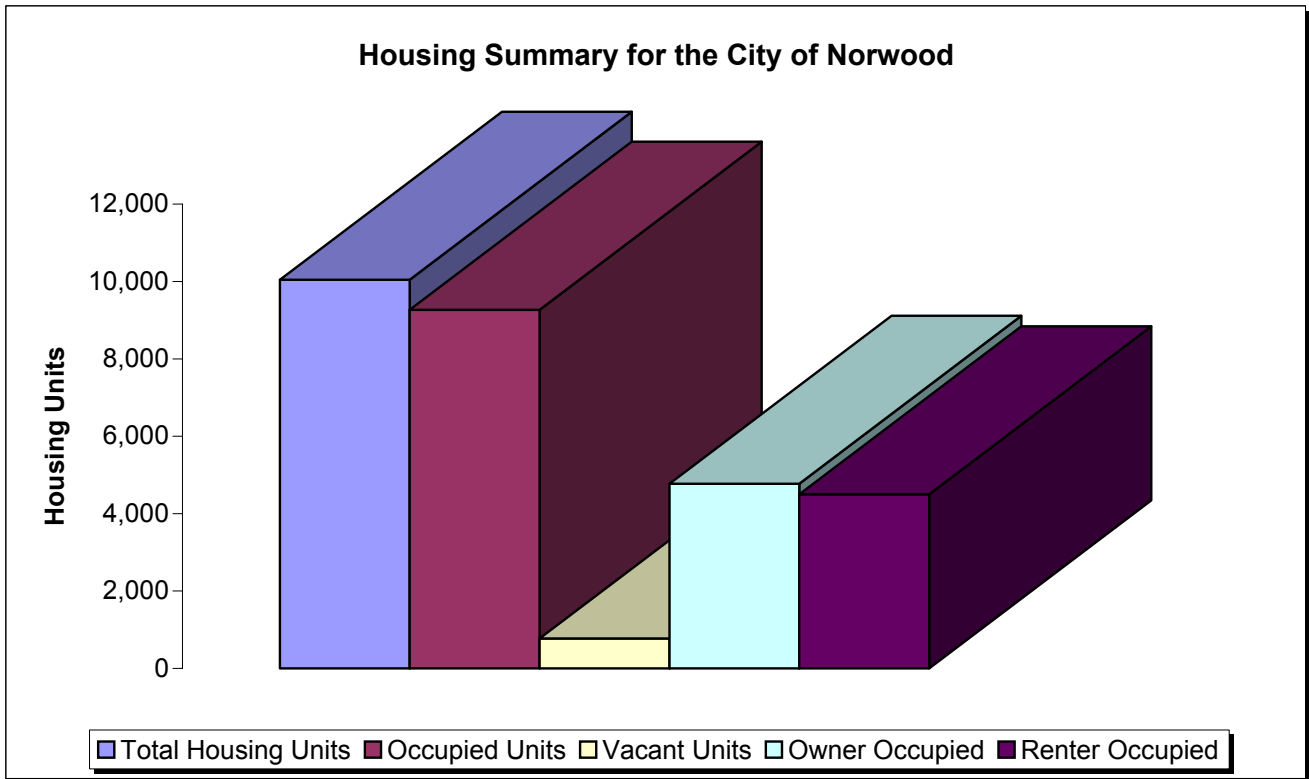
Source: United States Census

### Changes in Population During the Last Four Decades

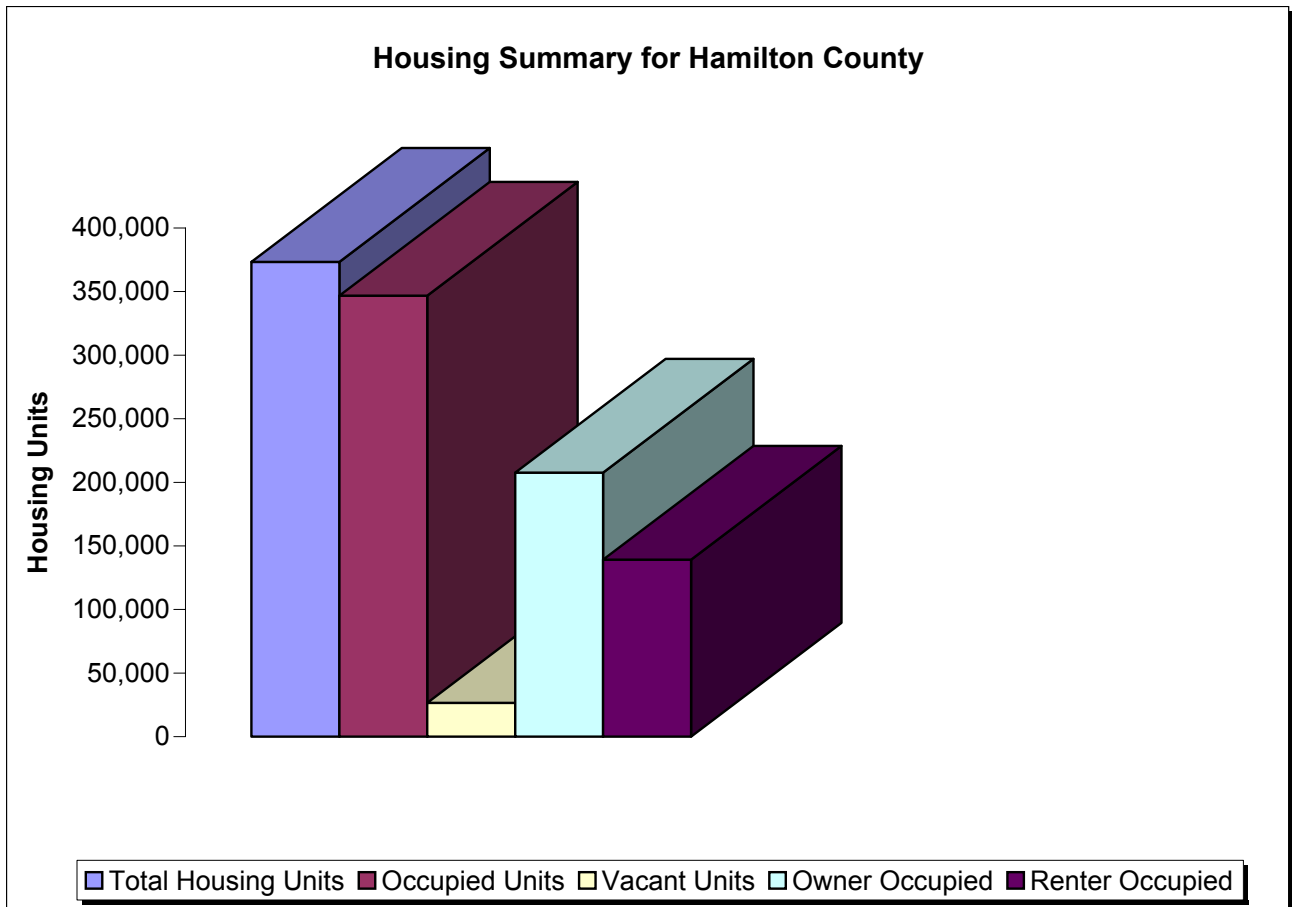


Source: United States Census





Source: United States Census



Source: United States Census

**Number of Full-Time Norwood City Employees as Compared to Average Number of Full-Time Employees in Ohio Cities**

December 31, 2002

	Average Number of Full Time Employees for Other Ohio Cities (1)	Number of Full Time Employees for the City of Norwood (2)	Variance
<u>Total of full time employees in Norwood as compared to total of full time employees in non-charter cities throughout Ohio</u>			
Number of Full-Time employees	288	175	(113)
Number of Full-Time Fire Fighters	51	59	8
Number of Full-Time Police Officers	52	51	(1)
Number of Other Full-Time Employees	185	65	(120)
Persons per Police Officer	533	425	108
Persons per Fire Fighter	543	367	176
Person Per Other Full-Time Employees	150	333	(184)
Police Officers per 1000 Persons	1.9	2.35	0.45
Fire Fighter per 1000 Persons	1.84	2.72	0.88
Other Full-Time Employees per 1000 Persons	6.67	3.00	(3.68)

Total Full Time Employees by Population

OML's numbers are based on the population range of 20,000 to 39,999. Norwood's population is approximately 21,675

Number of Full-Time employees	237	175	(62)
Number of Full-Time Fire Fighters	41	59	18
Number of Full-Time Police Officers	46	51	5
Number of Other Full-Time Employees	150	65	(85)
Persons per Police Officer	616	425	191
Persons per Fire Fighter	691	367	324
Person Per Other Full-Time Employees	189	333	(145)
Police Officers per 1000 Persons	1.7	2.35	0.65
Fire Fighter per 1000 Persons	1.45	2.72	1.28
Other Full-Time Employees per 1000 Persons	5.29	3.00	(2.29)

Total full Time Employees based on General Fund Appropriations

OML's numbers are based on a General Fund appropriations range of \$10,000,000 to \$19,000,000. Norwood's General Fund Appropriations for Fiscal Year Ended December 31, 2000 is \$15,285,129

Number of Full-Time employees	205	175	(30)
Number of Full-Time Fire Fighters	35	59	24
Number of Full T+A26ime Police Officers	42	51	9
Number of Other Full-Time Employees	128	65	(63)
Persons per Police Officer	508	425	83
Persons per Fire Fighter	610	367	242
Person Per Other Full-Time Employees	167	333	(167)
Police Officers per 1000 Persons	2.20	2.35	0.15
Fire Fighter per 1000 Persons	1.64	2.72	1.08
Other Full-Time Employees per 1000 Persons	6.00	3.00	(3.00)

Note 1. Source Ohio Municipal League (OML)

Note 2. Source Payroll Records Auditors Office







**Auditor of State  
Betty Montgomery**

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**CITY OF NORWOOD**

**HAMILTON COUNTY**

**CLERK'S CERTIFICATION**

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

*Susan Babbitt*

**CLERK OF THE BUREAU**

**CERTIFIED  
JULY 1, 2003**