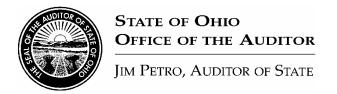
### **AUDIT REPORT**

For the Year Ended December 31, 2001



35 North Fourth Street, 1st Floor Columbus, Ohio 43215 Telephone 614-466-4514

614-466-4514 800-282-0370

Facsimile 614-728-7398 www.auditor.state.oh.us

The Honorable Mayor and Members of City Council City of Bellefontaine 135 North Detroit Street Bellefontaine, Ohio 43311

We have reviewed the Independent Auditor's Report of the City of Bellefontaine, Logan County, prepared by Charles E. Harris & Associates, Inc., for the audit period January 1, 2001 through December 31, 2001. Based upon this review, we have accepted these reports in lieu of the audit required by Section 117.11, Revised Code. The Auditor of State did not audit the accompanying financial statements and, accordingly, we are unable to express, and do not express an opinion on them.

Our review was made in reference to the applicable sections of legislative criteria, as reflected by the Ohio Constitution, and the Revised Code, policies, procedures and guidelines of the Auditor of State, regulations and grant requirements. The City of Bellefontaine is responsible for compliance with these laws and regulations.

JIM PETRO Auditor of State

August 22, 2002



### CITY OF BELLEFONTAINE LOGAN COUNTY AUDIT REPORT

For the Year Ended December 31, 2001

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### AUDIT REPORT

### For the Year Ended December 31, 2001

### **ELECTED OFFICIALS**

| NAME                 | TITLE  | TERM OF OFFICE      | <b>SURETY</b> | <u>AMOUNT</u> |
|----------------------|--|---------------------|---------------|---------------|
| Robert C. Lentz      | Mayor  | 1/1/00 to 12/31/03  |               |               |
| William R. Patterson | President of<br>Council                                  | 1/1/00 to 12/31/01  |               |               |
| K. Dale King         | Auditor  | 1/1/00 to 12/31/03  | \$50,000 A    | 4/01-4/03     |
| Joe L. Yoakam        | Treasurer  | 1/1/00 to 12/31/01  | \$50,000 A    | 1/98-1/02     |
| David Haw            | Council Member 1 <sup>st</sup> . Ward                    | 1/1/00 to 12/31/01  |               |               |
| Linda Erwin-Hutchins | Council Member 2 <sup>nd</sup> . Ward                    | 1/1/00 to 12/31/01  |               |               |
| Eric Whiting         | Council Member 3 <sup>rd</sup> . Ward                    | 1/1/00 to 06/30/01  |               |               |
| Ray George           | Replaced by-<br>Council Member<br>3 <sup>rd</sup> . Ward | 7/24/01 to 12/31/01 |               |               |
| Kerri Sullivan       | Council Member 4 <sup>th</sup> . Ward                    | 1/1/00 to 12/31/01  |               |               |
| Rick Gildow          | Council Member   | 1/1/00 to 12/31/01  |               |               |
| Don Horn             | Council Member   | 1/1/00 to 12/31/01  |               |               |
| David Henery         | Council Member   | 1/1/00 to 12/31/01  |               |               |
| John Ross            | Municipal Court<br>Judge                                 | 1/1/00 to 12/31/05  |               |               |

### **Statutory Legal Council**

Howard Traul II Director of Law 1111 Rush Ave. Bellefontaine, Ohio 43311

### (A) Cincinnati Insurance Company

### **AUDIT REPORT**

### For the Year Ended December 31, 2001

### APPOINTED OFFICIALS

NAME TITLE TERM OF OFFICE SURETY PERIOD

Garon Carmean Safety/Service Continuous

Director

Tim Notestine City Engineer Continuous

Brad Kunze Chief of Police Continuous

Jeff Holycross Fire Chief Continuous



### The Rockefeller Building 614 W Superior Ave Ste 1242 Cleveland, OH 44113-1306 Office phone – (216) 575-1630

Charles E. Harris & Associates, Inc.

Certified Public Accountants

Fax - (216) 436-2411

### REPORT OF INDEPENDENT ACCOUNTANTS

The Honorable Mayor and Members of City Council City of Bellefontaine Bellefontaine, Ohio

We have audited the accompanying general purpose financial statements of the City of Bellefontaine (the City), as of and for the year ended December 31, 2001, 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 general purpose financial statements are free of material misstatement. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the general purpose financial statements. An audit also includes assessing the accounting principles used and significant estimates made by management, as well as evaluating the overall general purpose 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, as of December 31, 2001, and the results of its operations and the cash flows of its proprietary fund types and non-expendable trust funds for the year ended in conformity with accounting principles generally accepted in the United States of America.

As described in Note 21 of the general purpose financial statements, the City adopted Governmental Accounting Standards Board Statement No. 33 and 36 for the year ended December 31, 2001.

In accordance with *Government Auditing Standards*, we have also issued a report dated July 31, 2002 on our consideration of the City'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.

Charles E. Harris & Associates, Inc. July 31, 2002

### COMBINED BALANCE SHEET ALL FUND TYPES AND ACCOUNT GROUPS

December 31, 2001

Governmental Fund Types Special Capital Projects General Revenue Debt Service **ASSETS AND OTHER DEBITS ASSETS** Equity in Pooled Cash and Cash Equivalents \$ 1,742,402 \$ 1,022,830 \$ 35,078 6,134,569 Cash & Cash Equivalents In Segregated Account Receivables: Taxes 1,023,479 138,591 182,255 Accounts 15,326 5,734 28,064 Special Assessments 363,828 Interest 819 147 2,408 Due From Other Funds 43,276 2,020 3,541 Due From Other Governments 92,494 196,621 Materials and Supplies Inventory 15,539 Notes Receivable 43,673 Prepaid Items 15.200 1,933 **Restricted Assets:** Equity in Pooled Cash and Cash Equivalents Cash & Cash Equivalents with Fiscal & Escrow Agents **Deferred Bond Costs Fixed Assets Accumulated Depreciation OTHER DEBITS** Amount Available for Retirement of Special Assessment Bonds To be Provided from General Govt. Resources To be Provided from Special Assessments **TOTAL ASSETS AND OTHER DEBITS** 1,427,088 2,932,996 398,906 6,350,837

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

| Proprietary      | Fund T | ypes               | Fidu | ciary Funds        | Account                    |                                     |                     |      |                            |  |
|------------------|--------|--------------------|------|--------------------|----------------------------|-------------------------------------|---------------------|------|----------------------------|--|
| <br>Enterprise   |        | nternal<br>Service |      | rust and<br>Agency | General<br>Fixed<br>Assets | General<br>Long-Term<br>Obligations |                     | (Mer | Total<br>(Memorandum Only) |  |
| \$<br>4,377,539  | \$     | 62,192             | \$   | 168,150            | \$<br>-                    | \$                                  | -                   | \$   | 13,542,760                 |  |
| -                |        | -                  |      | 52,082             | -                          |                                     | -                   |      | 52,082                     |  |
| -                |        | -                  |      | -                  | -                          |                                     | -                   |      | 1,344,325                  |  |
| 542,577          |        | -                  |      | -                  | -                          |                                     | -                   |      | 591,701                    |  |
| -                |        | -                  |      | -                  | -                          |                                     | -                   |      | 363,828                    |  |
| 1,429            |        | -                  |      | -                  | -                          |                                     | -                   |      | 4,803                      |  |
| -                |        | -                  |      | -                  | -                          |                                     | -                   |      | 48,837                     |  |
| 3,910            |        | -                  |      | -                  | -                          |                                     | -                   |      | 293,025                    |  |
| 77,037           |        | -                  |      | -                  | -                          |                                     | -                   |      | 92,576                     |  |
| -                |        | -                  |      | -                  | -                          |                                     | -                   |      | 43,673                     |  |
| 1,642            |        | -                  |      | -                  | -                          |                                     | -                   |      | 18,775                     |  |
| 838,070          |        | -                  |      | -                  | _                          |                                     | -                   |      | 838,070                    |  |
| 108,216          |        | -                  |      | -                  | -                          |                                     | -                   |      | 108,216                    |  |
| 17,703,256       |        | -                  |      | -                  | 18,779,206                 |                                     | -                   |      | 36,482,462                 |  |
| (3,715,726)      |        | -                  |      | -                  | (3,669,974)                |                                     | -                   |      | (7,385,700)                |  |
|                  |        |                    |      |                    |                            |                                     | 25.079              |      | 25.079                     |  |
| -                |        | <u>-</u>           |      | -                  | -                          |                                     | 35,078<br>2,747,179 |      | 35,078<br>2,747,179        |  |
| <br><u> </u>     |        | <u>-</u>           |      | <u> </u>           | <br><u> </u>               |                                     | 219,922             |      | 219,922                    |  |
| \$<br>19,937,950 | \$     | 62,192             | \$   | 220,232            | \$<br>15,109,232           | \$                                  | 3,002,179           | \$   | 49,441,612                 |  |

Continued

# COMBINED BALANCE SHEET ALL FUND TYPES AND ACCOUNT GROUPS (CONTINUED) December 31, 2001

Governmental Fund Types

|   | Governmental runu Types |           |          |                    |              |         |          |                     |
|---|-------------------------|-----------|----------|--------------------|--------------|---------|----------|---------------------|
|   |                         | General   |          | Special<br>Revenue | Debt Service |         |          | Capital<br>Projects |
| LIABILITIES, EQUITY, AND OTHER CREDITS            |                         |           |          |                    |              |         |          | -                   |
| LIABILITES  |                         |           |          |                    |              |         |          |                     |
| Accounts Payable                                  | \$                      | 136,238   | \$       | 13,770             |              | -       | \$       | 143,653             |
| Accrued Wages                                     |                         | 148,246   |          | 29,406             |              | -       |          | -                   |
| Compensated Absences Payable                      |                         | 11,120    |          | -                  |              | -       |          | -                   |
| Deferred Revenue                                  |                         | 546,744   |          | 253,928            | \$           | 363,828 |          | -                   |
| Deposits Held and Due to Others                   |                         | -         |          | -                  |              | -       |          | -                   |
| Intergovernmental Payable                         |                         | 25,795    |          | -                  |              | -       |          | 16,711              |
| Due to Other Funds                                |                         | -         |          | -                  |              | -       |          | -                   |
| Accrued Interest Payable                          |                         | -         |          | -                  |              | -       |          | -                   |
| Claims Payable                                    |                         | -         |          | -                  |              | -       |          | -                   |
| Pension Obligations Payable                       |                         | 55,386    |          | 27,227             |              | -       |          | -                   |
| Refundable Deposits                               |                         | · -       |          | -                  |              | -       |          | -                   |
| Notes Payable                                     |                         | -         |          | -                  |              | -       |          | 1,900,000           |
| Revenue Bonds Payable                             |                         | _         |          | -                  |              | -       |          | <u>-</u>            |
| Undistributed Assets                              |                         | _         |          | _                  |              | -       |          | -                   |
| General Obligation Bonds Payable                  |                         | _         |          | _                  |              | -       |          | _                   |
| Special Assessment Debt with a                    |                         |           |          |                    |              |         |          |                     |
| Government Commitment                             |                         | _         |          | -                  |              | _       |          | _                   |
|   |                         |           |          |                    |              |         |          |                     |
| TOTAL LIABILITIES                                 |                         | 923,529   |          | 324,331            |              | 363,828 |          | 2,060,364           |
| FUND EQUITY AND OTHER CREDITS                     |                         |           |          |                    |              |         |          |                     |
| Investment in General Fixed Assets                |                         | -         |          | -                  |              | -       |          | -                   |
| Contributed Capital                               |                         | -         |          | -                  |              | -       |          | -                   |
| Retained Earnings:                                |                         |           |          |                    |              |         |          |                     |
| Reserved for Debt Service                         |                         | _         |          | -                  |              | -       |          | -                   |
| Unreserved  |                         | _         |          | -                  |              | -       |          | -                   |
| Fund Balance:                                     |                         |           |          |                    |              |         |          |                     |
| Reserved for Encumbrances                         |                         | 126,115   |          | 277,307            |              | _       |          | 2,747,594           |
| Reserved for Inventory                            |                         | · -       |          | 15,539             |              | -       |          | -                   |
| Reserved for Prepaid Items                        |                         | 15,200    |          | 1,933              |              | -       |          | _                   |
| Reserved for Notes Receivable                     |                         | -         |          | 43,673             |              | -       |          | _                   |
| Reserved for Endowments                           |                         | -         |          | -                  |              | -       |          | -                   |
| Reserved for Debt Service                         |                         | -         |          | -                  |              | 35,078  |          | -                   |
| Unreserved Undesignated                           |                         | 1,868,152 |          | 764,305            |              |         |          | 1,542,879           |
| TOTAL FUND EQUITY AND OTHER CREDITS               |                         | 2,009,467 |          | 1,102,757          |              | 35,078  |          | 4,290,473           |
| TOTAL LIABILITIES, FUND EQUITY, AND OTHER CREDITS | \$                      | 2,932,996 | \$       | 1,427,088          | \$           | 398,906 | \$       | 6,350,837           |
| •   |                         |           | <u> </u> |                    |              |         | <u> </u> | · '                 |

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

|                            | Account Groups                      |                            | iduciary Funds   |    | Types                       | Fund | Proprietary |    |
|----------------------------|-------------------------------------|----------------------------|------------------|----|-----------------------------|------|-------------|----|
| Total<br>(Memorandum Only) | General<br>Long-Term<br>Obligations | General<br>Fixed<br>Assets | Trust and Agency |    | Internal Enterprise Service |      |             |    |
|                            |                                     |                            |                  |    |                             |      |             |    |
| \$ 393,584                 | -                                   | -                          | \$<br>232        | ;  | -                           | \$   | 99,691      | \$ |
| 416,178                    | 169,244                             | -                          | -                |    | -                           |      | 69,282      |    |
| 981,397                    | 766,003                             | -                          | -                |    | -                           |      | 204,274     |    |
| 1,168,410                  | -                                   | -                          | -                |    | -                           |      | 3,910       |    |
| 19,759                     | -                                   | -                          | 19,759           |    | -                           |      | -           |    |
| 42,506                     | -                                   | -                          | -                |    | -                           |      | -           |    |
| 48,837                     | -                                   | -                          | 48,837           |    | -                           |      | -           |    |
| 23,564                     | -                                   | -                          | -                |    | -                           |      | 23,564      |    |
| 66,590                     | -                                   | -                          | -                |    | 66,590                      |      | -           |    |
| 223,172                    | 111,932                             | -                          | -                |    | -                           |      | 28,627      |    |
| 97,407                     | -                                   | -                          | -                |    | -                           |      | 97,407      |    |
| 1,900,000                  | -                                   | -                          | -                |    | -                           |      | -           |    |
| 6,585,000                  | -                                   | -                          | -                |    | -                           |      | 6,585,000   |    |
| 3,245                      | -                                   | -                          | 3,245            |    | -                           |      | -           |    |
| 1,700,000                  | 1,700,000                           | -                          | -                |    | -                           |      | -           |    |
| 255,000                    | 255,000                             | <u> </u>                   |                  | _  |                             |      | <u>-</u>    |    |
| \$ 13,924,649              | 3,002,179                           | <u> </u>                   | <br>72,073       | _  | 66,590                      |      | 7,111,755   |    |
|                            |                                     |                            |                  |    |                             |      |             |    |
| 15,109,232                 | -                                   | 5,109,232                  | \$<br>-          |    | -                           |      | -           |    |
| 2,227,636                  | -                                   | -                          | -                |    | -                           |      | 2,227,636   |    |
| 838,070                    | -                                   | _                          | _                |    | _                           |      | 838,070     |    |
| 9,756,091                  | -                                   | -                          | -                |    | (4,398)                     |      | 9,760,489   |    |
| 3,151,016                  | -                                   | -                          | -                |    | -                           |      | -           |    |
| 15,539                     | -                                   | -                          | -                |    | -                           |      | -           |    |
| 17,133                     | -                                   | -                          | -                |    | -                           |      | -           |    |
| 43,673                     | -                                   | -                          | -                |    | -                           |      | -           |    |
| 132,563                    | -                                   | -                          | 132,563          |    | -                           |      | -           |    |
| 35,078                     | -                                   | -                          | -                |    | -                           |      | -           |    |
| 4,190,932                  | -                                   | <u> </u>                   | <br>15,596       | _  |                             |      | -           |    |
| 35,516,963                 |                                     | 5,109,232                  | <br>148,159      | _  | (4,398)                     |      | 12,826,195  |    |
| \$ 49,441,612              | 3,002,179                           | 5,109,232                  | \$<br>220,232    | _; | 62,192                      | \$   | 19,937,950  | \$ |

Continued

#### COMBINED STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCES ALL GOVERNMENTAL FUND TYPES AND SIMILAR FIDUCIARY FUND FOR THE YEAR ENDED DECEMBER 31, 2001

|   |              | Government         |                 | Fiduciary<br>Fund   | Totals              |                      |
|---|--------------|--------------------|-----------------|---------------------|---------------------|----------------------|
|   | General      | Special<br>kevenue | Debt<br>Service | Capital<br>Projects | Expendable<br>Trust | (Memorandum<br>Only) |
| REVENUES:   |              |                    |                 |                     |                     |                      |
| Property Taxes  | \$ 441,354   | \$ 112,781         | \$ -            | \$ -                | \$ -                | \$ 554,135           |
| Income Tax  | 5,396,886    | -                  | -               | 85,846              | -                   | 5,482,732            |
| Other Local Taxes   | 188,112      | 28,898             | -               | -                   | -                   | 217,010              |
| Charges for Services  | 29,385       | 160,785            | -               | 209,048             | -                   | 399,218              |
| Licenses and Permits  | 92,588       | 533                | -               | -                   | -                   | 93,121               |
| Fines and Forfeitures   | 623,778      | 24,126             | -               | 50,429              | -                   | 698,333              |
| Intergovernmental   | 524,011      | 787,314            | -               | 2,819,794           | -                   | 4,131,119            |
| Special Assessments   | -            | -                  | 32,076          | -                   | -                   | 32,076               |
| Interest  | 288,009      | 11,167             | -               | 389,315             | -                   | 688,491              |
| Rent  | 600          | -                  | -               | 37,360              | -                   | 37,960               |
| Donations and Contributions   | 550          | 1,830              | -               | -                   | 3,000               | 5,380                |
| All Other Revenue   | 83,472       | 12,227             | -               | 1,983               | -                   | 97,682               |
| Total Revenues  | 7,668,745    | 1,139,661          | 32,076          | 3,593,775           | 3,000               | 12,437,257           |
| EXPENDITURES:   |              |                    |                 |                     |                     |                      |
| General Government:   |              |                    |                 |                     |                     |                      |
| Legislative and Executive   | 1,438,617    | -                  | 5,264           | -                   | -                   | 1,443,881            |
| Judicial  | 601,663      | 69,696             | -               | -                   | -                   | 671,359              |
| Public Safety   | 3,413,876    | 280,966            | -               | -                   | -                   | 3,694,842            |
| Public Works  | 245,591      | -                  | -               | -                   | -                   | 245,591              |
| Health  | 24,671       | 164,793            | -               | -                   | -                   | 189,464              |
| Conservation and Recreation   | -            | 559,242            | -               | -                   | -                   | 559,242              |
| Economic Development and Assistance   | 56,236       | 328,629            | -               | -                   | -                   | 384,865              |
| Transportation  | 459,778      | 802,536            | -               |                     | -                   | 1,262,314            |
| Capital Outlay  | -            | -                  | -               | 5,038,872           | -                   | 5,038,872            |
| Debt Service:   |              |                    |                 |                     |                     |                      |
| Principal Retirement  | -            | -                  | 185,000         | -                   | -                   | 185,000              |
| Interest and Fiscal Charges   | -            | -                  | 240,915         | -                   | -                   | 240,915              |
| Total Expenditures  | 6,240,432    | 2,205,862          | 431,179         | 5,038,872           | -                   | 13,916,345           |
| Excess of Revenues Over (Under) Expenditures                                      | 1,428,313    | (1,066,201)        | (399,103)       | (1,445,097)         | 3,000               | (1,479,088)          |
| OTHER FINANCING SOURCES (USES):   |              |                    |                 |                     |                     |                      |
| Operating Transfers-In  | -            | 1,003,032          | 388,000         | 55,600              | -                   | 1,446,632            |
| Operating Transfers-Out   | (1,506,183)  | -                  | -               | (388,600)           | -                   | (1,894,783)          |
| Proceeds from Sale of Fixed Assets  | -            | 6,657              | -               | -                   | -                   | 6,657                |
| Other Financing Sources   | -            | 423                | -               | -                   | -                   | 423                  |
| Total Other Financing Sources (Uses)  | (1,506,183)  | 1,010,112          | 388,000         | (333,000)           |                     | (441,071)            |
| Fire of Device and Other Courses Over   |              |                    |                 |                     |                     |                      |
| Excess of Revenues and Other Sources Over/<br>(Under) Expenditures and Other Uses | (77,870)     | (56,089)           | (11,103)        | (1,778,097)         | 3,000               | (1,920,159)          |
| Fund Balance at Beginning of Year (as restated)                                   | 2,087,337    | 1,165,110          | 46,181          | 6,068,570           | 12,596              | 9,379,794            |
| Increase (Decrease) in Inventory  | -            | (6,264)            | -               | -                   | -                   | (6,264)              |
| Fund Balance at End of Year   | \$ 2,009,467 | \$ 1,102,757       | \$ 35,078       | \$ 4,290,473        | \$ 15,596           | \$ 7,453,371         |
|   |              |                    | · ———           |                     |                     |                      |

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

Combined Statement of Revenues, Expenditures, and
Changes in Fund Balances - Budget (Non-GAAP Basis) and Actual
All Governmental Fund Types and Expendable Trust Fund
For the Fiscal Year Ended December 31, 2001

|   |             | General Fund |  | Special Revenue Funds |   |  |  |
|---|-------------|--------------|--|-----------------------|---|--|--|
|   | Budget      | Actual       | Variance<br>Favorable<br>(Unfavorable) | Budget                | Actual                                  | Variance<br>Favorable<br>(Unfavorable) |  |
| Revenues:   |             |              |  |                       | _                                       |  |  |
| Property taxes  | \$452,000   | \$439,170    | (\$12,830)                             | \$108,300             | \$112,221                               | \$3,921                                |  |
| Income tax  | 5,125,000   | 5,153,952    | 28,952                                 | 0                     | 0                                       | 0                                      |  |
| Other Local Taxes   | 196,689     | 185,523      | (11,166)                               | 70,000                | 47,439                                  | (22,561)                               |  |
| Charges for Services  | 28,000      | 29,385       | 1,385                                  | 179,964               | 160,785                                 | (19,179)                               |  |
| Licenses and Permits  | 90,450      | 91,112       | 662                                    | 0                     | 0                                       | 0                                      |  |
| Fines and Forfeitures   | 590,000     | 620,177      | 30,177                                 | 23,356                | 22,923                                  | (433)                                  |  |
| Intergovernmental   | 553,261     | 492,915      | (60,346)                               | 946,391               | 724,752                                 | (221,639)                              |  |
| Special Assessments   | 0           | 0            | 0                                      | 0                     | 0                                       | 0                                      |  |
| Investment income   | 325,000     | 372,682      | 47,682                                 | 18,200                | 12,070                                  | (6,130)                                |  |
| Rent  | 600         | 600          | 0                                      | 0                     | 0                                       | 0                                      |  |
| Donations and contributions   | 1,000       | 550          | (450)                                  | 5,000                 | 1,830                                   | (3,170)                                |  |
| Other   | 371,500     | 377,550      | 6,050                                  | 6,741                 | 12,227                                  | 5,486                                  |  |
| Total Revenues  | 7,733,500   | 7,763,616    | 30,116                                 | 1,357,952             | 1,094,247                               | (263,705)                              |  |
| Expenditures:   |             |              |  |                       |   |  |  |
| General Government:   |             |              |  |                       |   |  |  |
| Legislative and Executive   | 1,848,303   | 1,742,033    | 106,270                                | 0                     | 0                                       | 0                                      |  |
| Judicial  | 690,368     | 625,647      | 64,721                                 | 77,600                | 71,407                                  | 6,193                                  |  |
| Pubic Safety  | 3,780,362   | 3,603,008    | 177,354                                | 311,613               | 305,838                                 | 5,775                                  |  |
| Public Works  | 268,319     | 252,073      | 16,246                                 | 0                     | 0                                       | 0                                      |  |
| Health  | 33,000      | 33,000       | 0                                      | 191,004               | 174,630                                 | 16,374                                 |  |
| Conservation and recreation   | 0           | 0            | 0                                      | 652,608               | 614,845                                 | 37,763                                 |  |
| Economic Development  | 60,400      | 56,236       | 4,164                                  | 746,552               | 510,230                                 | 236,322                                |  |
| Transportation  | 494,827     | 459,058      | 35,769                                 | 952,635               | 882,364                                 | 70,271                                 |  |
| Capital Outlay  | 0           | 0            | 0                                      | 0                     | 0                                       | 0                                      |  |
| Debt Service:   |             |              |  |                       |   |  |  |
| Principal Retirement  | 0           | 0            | 0                                      | 0                     | 0                                       | 0                                      |  |
| Interest and Fiscal Charges   | 0           | 0            | 0                                      | 0                     | 0                                       | 0                                      |  |
| Total Expenditures  | 7,175,579   | 6,771,055    | 404,524                                | 2,932,012             | 2,559,314                               | 372,698                                |  |
| Excess of Revenues Over/  |             |              |  |                       |   |  |  |
| (Under) Expenditures  | 557,921     | 992,561      | 434,640                                | (1,574,060)           | (1,465,067)                             | 108,993                                |  |
| Other Financing Sources (Uses): Proceeds from Sales of Fixed Assets | 500         | 0            | (500)                                  | 300                   | 6,657                                   | 6,357                                  |  |
| Proceeds from notes   | 0           | 0            | (300)                                  | 0                     | 0,037                                   | 0,337                                  |  |
| Operating Transfers In  | 0           | 0            | 0                                      | 1,001,243             | 1,003,032                               | 1,789                                  |  |
| Operating Transfers Out   | (1.198.183) | (1,198,183)  | 0                                      | (35,000)              | 0                                       | 35,000                                 |  |
| Other financing sources   | 0           | (1,170,103)  | 0                                      | 19,000                | 15,542                                  | (3,458)                                |  |
| Other financing uses  | 0           | 0            | 0                                      | 0                     | 0                                       | 0                                      |  |
| Total Other Financing Sources (Uses)                                | (1,197,683) | (1,198,183)  | (500)                                  | 985,543               | 1,025,231                               | 39,688                                 |  |
| -   |             | <u> </u>     |  |                       | , |  |  |
| Excess of Revenues and Other  |             |              |  |                       |   |  |  |
| Financing Sources Over (Under)                                      | ,           | (00=         | 40                                     | /#aa = . = .          | /100 00 0                               |  |  |
| Expenditures and Other Financing Uses                               | (639,762)   | (205,622)    | 434,140                                | (588,517)             | (439,836)                               | 148,681                                |  |
| Fund Balances at Beginning of Year                                  | 1,378,361   | 1,378,361    | 0                                      | 968,004               | 968,004                                 | 0                                      |  |
| Prior Year Encumbrances Appropriated                                | 281,516     | 281,516      | 0                                      | 204,752               | 204,752                                 | 0                                      |  |
| Fund Balances at End of Year  | \$1,020,115 | \$1,454,255  | \$434,140                              | \$584,239             | \$732,920                               | \$148,681                              |  |

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

Continued on next page

Combined Statement of Revenues, Expenditures, and Changes in Fund Balances - Budget (Non-GAAP Basis) and Actual All Governmental Fund Types and Expendable Trust Fund (Continued) For the Fiscal Year Ended December 31, 2001

|                                       | I                                       | Debt Service Fund |  | Capital Projects Funds |             |  |  |
|---------------------------------------|---|-------------------|--|------------------------|-------------|--|--|
|                                       | Budget                                  | Actual            | Variance<br>Favorable<br>(Unfavorable) | Budget                 | Actual      | Variance<br>Favorable<br>(Unfavorable) |  |
| Revenues:                             | Duaget                                  | 7 Ketuai          | (Ciliavolable)                         | Budget                 | 7 Ictuar    | (Cinavorable)                          |  |
| Property taxes                        | \$0                                     | \$0               | \$0                                    | \$0                    | \$0         | \$0                                    |  |
| Income tax                            | 0                                       | 0                 | 0                                      | 0                      | 0           | 0                                      |  |
| Other Local Taxes                     | 0                                       | 0                 | 0                                      | 0                      | 0           | 0                                      |  |
| Charges for Services                  | 0                                       | 0                 | 0                                      | 205,000                | 209,224     | 4,224                                  |  |
| Licenses and Permits                  | 0                                       | 0                 | 0                                      | 0                      | 0           | 0                                      |  |
| Fines and Forfeitures                 | 0                                       | 0                 | 0                                      | 49,000                 | 50,247      | 1,247                                  |  |
| Intergovernmental                     | 0                                       | 0                 | 0                                      | 6,272,508              | 2,819,794   | (3,452,714)                            |  |
| Special Assessments                   | 34,000                                  | 32,076            | (1,924)                                | 0                      | 0           | 0                                      |  |
| Investment income                     | 0                                       | 0                 | 0                                      | 406,105                | 391,935     | (14,170)                               |  |
| Rent                                  | 0                                       | 0                 | 0                                      | 40,000                 | 37,360      | (2,640)                                |  |
| Donations and contributions           | 0                                       | 0                 | 0                                      | 0                      | 0           | 0                                      |  |
| Other                                 | 0                                       | 0                 | 0                                      | 0                      | 3,064       | 3,064                                  |  |
| Total Revenues                        | 34,000                                  | 32,076            | (1,924)                                | 6,972,613              | 3,511,624   | (3,460,989)                            |  |
| Expenditures:                         |   |                   |  |                        |             |  |  |
| General Government:                   |   |                   |  |                        |             |  |  |
| Legislative and Executive             | 7,000                                   | 5,264             | 1,736                                  | 0                      | 0           | 0                                      |  |
| Judicial                              | 0                                       | 0                 | 0                                      | 0                      | 0           | 0                                      |  |
| Pubic Safety                          | 0                                       | 0                 | 0                                      | 0                      | 0           | 0                                      |  |
| Public Works                          | 0                                       | 0                 | 0                                      | 0                      | 0           | 0                                      |  |
| Health                                | 0                                       | 0                 | 0                                      | 0                      | 0           | 0                                      |  |
| Conservation and recreation           | 0                                       | 0                 | 0                                      | 0                      | 0           | 0                                      |  |
| Economic Development                  | 0                                       | 0                 | 0                                      | 0                      | 0           | 0                                      |  |
| Transportation                        | 0                                       | 0                 | 0                                      | 0                      | 0           | 0                                      |  |
| Capital Outlay                        | 0                                       | 0                 | 0                                      | 9,217,655              | 7,830,123   | 1,387,532                              |  |
| Debt Service:                         |   |                   |  |                        |             |  |  |
| Principal Retirement                  | 20,000                                  | 20,000            | 0                                      | 2,065,000              | 2,065,000   | 0                                      |  |
| Interest and Fiscal Charges           | 19,165                                  | 17,915            | 1,250                                  | 196,147                | 189,567     | 6,580                                  |  |
| Total Expenditures                    | 46,165                                  | 43,179            | 2,986                                  | 11,478,802             | 10,084,690  | 1,394,112                              |  |
| Excess of Revenues Over/              |   |                   |  |                        |             |  |  |
| (Under) Expenditures                  | (12,165)                                | (11,103)          | 1,062                                  | (4,506,189)            | (6,573,066) | (2,066,877)                            |  |
| Other Financing Sources (Uses):       |   |                   |  |                        |             |  |  |
| Proceeds from Sales of Fixed Assets   | 0                                       | 0                 | 0                                      | 0                      | 0           | 0                                      |  |
| Proceeds from notes                   | 0                                       | 0                 | 0                                      | 1,900,000              | 1,900,000   | 0                                      |  |
| Operating Transfers In                | 0                                       | 0                 | 0                                      | 55,000                 | 55,600      | 600                                    |  |
| Operating Transfers Out               | 0                                       | 0                 | 0                                      | (600)                  | (600)       | 0                                      |  |
| Other financing sources               | 0                                       | 0                 | 0                                      | 10,000                 | 0           | (10,000)                               |  |
| Other financing uses                  | 0                                       | 0                 | 0                                      | (2,000)                | 0           | 2,000                                  |  |
| Total Other Financing Sources (Uses)  | 0                                       | 0                 | 0                                      | 1,962,400              | 1,955,000   | (7,400)                                |  |
| Excess of Revenues and Other          |   |                   |  |                        |             |  |  |
| Financing Sources Over (Under)        | ,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,, | /                 |  | /A = 14 = 000          | /4 -4       | /a a= / a==                            |  |
| Expenditures and Other Financing Uses | (12,165)                                | (11,103)          | 1,062                                  | (2,543,789)            | (4,618,066) | (2,074,277)                            |  |
| Fund Balances at Beginning of Year    | 46,181                                  | 46,181            | 0                                      | 5,965,860              | 5,965,860   | 0                                      |  |
| Prior Year Encumbrances Appropriated  | 0                                       | 0                 | 0                                      | 1,895,029              | 1,895,029   | 0                                      |  |
| Fund Balances at End of Year          | \$34,016                                | \$35,078          | \$1,062                                | \$5,317,100            | \$3,242,823 | (\$2,074,277)                          |  |

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

Continued on next page

Combined Statement of Revenues, Expenditures, and Changes in Fund Balances - Budget (Non-GAAP Basis) and Actual All Governmental Fund Types and Expendable Trust Fund (Continued) For the Fiscal Year Ended December 31, 2001

|                                       | Ex       | pendable Trust Fun | d                     | Totals      | (Memorandum Only | y)                    |
|---------------------------------------|----------|--------------------|-----------------------|-------------|------------------|-----------------------|
|                                       |          |                    | Variance<br>Favorable |             |                  | Variance<br>Favorable |
|                                       | Budget   | Actual             | (Unfavorable)         | Budget      | Actual           | (Unfavorable)         |
| Revenues:                             |          |                    |                       |             |                  |                       |
| Property taxes                        | \$0      | \$0                | \$0                   | \$560,300   | \$551,391        | (\$8,909)             |
| Income tax                            | 0        | 0                  | 0                     | 5,125,000   | 5,153,952        | 28,952                |
| Other Local Taxes                     | 0        | 0                  | 0                     | 266,689     | 232,962          | (33,727)              |
| Charges for Services                  | 0        | 0                  | 0                     | 412,964     | 399,394          | (13,570)              |
| Licenses and Permits                  | 0        | 0                  | 0                     | 90,450      | 91,112           | 662                   |
| Fines and Forfeitures                 | 0        | 0                  | 0                     | 662,356     | 693,347          | 30,991                |
| Intergovernmental                     | 0        | 0                  | 0                     | 7,772,160   | 4,037,461        | (3,734,699)           |
| Special Assessments                   | 0        | 0                  | 0                     | 34,000      | 32,076           | (1,924)               |
| Investment income                     | 0        | 0                  | 0                     | 749,305     | 776,687          | 27,382                |
| Rent                                  | 0        | 0                  | 0                     | 40,600      | 37,960           | (2,640)               |
| Donations and contributions           | 0        | 3,000              | 3,000                 | 6,000       | 5,380            | (620)                 |
| Other                                 |          | 0                  | 0                     | 378,241     | 392,841          | 14,600                |
| Total Revenues                        | 0        | 3,000              | 3,000                 | 16,098,065  | 12,404,563       | (3,693,502)           |
| Expenditures:                         |          |                    |                       |             |                  |                       |
| General Government:                   |          |                    |                       |             |                  |                       |
| Legislative and Executive             | 0        | 0                  | 0                     | 1,855,303   | 1,747,297        | 108,006               |
| Judicial                              | 0        | 0                  | 0                     | 767,968     | 697,054          | 70,914                |
| Pubic Safety                          | 0        | 0                  | 0                     | 4,091,975   | 3,908,846        | 183,129               |
| Public Works                          | 0        | 0                  | 0                     | 268,319     | 252,073          | 16,246                |
| Health                                | 0        | 0                  | 0                     | 224,004     | 207,630          | 16,374                |
| Conservation and recreation           | 0        | 0                  | 0                     | 652,608     | 614,845          | 37,763                |
| Economic Development                  | 0        | 0                  | 0                     | 806,952     | 566,466          | 240,486               |
| Transportation                        | 0        | 0                  | 0                     | 1,447,462   | 1,341,422        | 106,040               |
| Capital Outlay                        | 0        | 0                  | 0                     | 9,217,655   | 7,830,123        | 1,387,532             |
| Debt Service:                         |          |                    |                       |             |                  |                       |
| Principal Retirement                  | 0        | 0                  | 0                     | 2,085,000   | 2,085,000        | 0                     |
| Interest and Fiscal Charges           | 0        | 0                  | 0                     | 215,312     | 207,482          | 7,830                 |
| Total Expenditures                    | 0        | 0                  |                       | 21,632,558  | 19,458,238       | 2,174,320             |
| Excess of Revenues Over/              |          |                    |                       |             |                  |                       |
| (Under) Expenditures                  | 0        | 3,000              | 3,000                 | (5,534,493) | (7,053,675)      | (1,519,182)           |
| Other Financing Sources (Uses):       |          |                    |                       |             |                  |                       |
| Proceeds from Sales of Fixed Assets   | 0        | 0                  | 0                     | 800         | 6,657            | 5,857                 |
| Proceeds from notes                   | 0        | 0                  | 0                     | 1,900,000   | 1,900,000        | 0                     |
| Operating Transfers In                | 4,000    | 0                  | (4,000)               | 1,060,243   | 1,058,632        | (1,611)               |
| Operating Transfers Out               | 0        | 0                  | 0                     | (1,233,783) | (1,198,783)      | 35,000                |
| Other financing sources               | 0        | 0                  | 0                     | 29,000      | 15,542           | (13,458)              |
| Other financing uses                  | 0        | 0                  | 0                     | (2,000)     | 0                | 2,000                 |
| Total Other Financing Sources (Uses)  | 4,000    | 0                  | (4,000)               | 1,754,260   | 1,782,048        | 27,788                |
| Excess of Revenues and Other          |          |                    |                       |             |                  |                       |
| Financing Sources Over (Under)        |          |                    |                       |             |                  |                       |
| Expenditures and Other Financing Uses | 4,000    | 3,000              | (1,000)               | (3,780,233) | (5,271,627)      | (1,491,394)           |
| Fund Balances at Beginning of Year    | 12,596   | 12,596             | 0                     | 8,371,002   | 8,371,002        | 0                     |
| Prior Year Encumbrances Appropriated  | 0        | 0                  | 0                     | 2,381,297   | 2,381,297        | 0                     |
| Fund Balances at End of Year          | \$16,596 | \$15,596           | (\$1,000)             | \$6,972,066 | \$5,480,672      | (\$1,491,394)         |

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

COMBINED STATEMENT OF REVENUES, EXPENSES AND CHANGES IN FUND EQUITY ALL PROPRIETARY FUND TYPES AND SIMILAR FIDUCIARY FUND FOR THE YEAR ENDED DECEMBER 31, 2001

|  | PROPRIETARY FUND TYPES |            |    |                     |                         | ARY FUND |     |                              |
|--|------------------------|------------|----|---------------------|-------------------------|----------|-----|------------------------------|
|  | E                      | Enterprise |    | Internal<br>Service | Non-Expendable<br>Trust |          | (Me | Totals<br>emorandum<br>Only) |
| OPERATING REVENUES:                      |                        |            |    |                     |                         |          |     |                              |
| Charges for services                     | \$                     | 4,165,683  | \$ | 610,175             | \$                      | -        | \$  | 4,775,858                    |
| Interest Income                          |                        | -          |    | -                   |                         | 4,199    |     | 4,199                        |
| Rental Income                            |                        | 50,165     |    | -                   |                         | -        |     | 50,165                       |
| Donations                                |                        | -          |    | -                   |                         | 1,240    |     | 1,240                        |
| Other operating revenue                  |                        | 37,794     |    | 54,345              |                         | -        |     | 92,139                       |
| Total operating revenues                 |                        | 4,253,642  |    | 664,520             |                         | 5,439    |     | 4,923,601                    |
| OPERATING EXPENSES:                      |                        |            |    |                     |                         |          |     |                              |
| Personal services                        |                        | 1,335,507  |    | -                   |                         | -        |     | 1,335,507                    |
| Contractual Services                     |                        | 1,104,344  |    | -                   |                         | -        |     | 1,104,344                    |
| Materials and supplies                   |                        | 138,616    |    | -                   |                         | -        |     | 138,616                      |
| Claims and Judgements                    |                        | -          |    | 791,709             |                         | -        |     | 791,709                      |
| Capital Outlay and Improvements          |                        | 645,957    |    | -                   |                         | -        |     | 645,957                      |
| Depreciation                             |                        | 304,509    |    | -                   |                         | -        |     | 304,509                      |
| Other operating expenses                 |                        | 170,632    |    | -                   |                         | 3,126    |     | 173,758                      |
| Total operating expenses                 |                        | 3,699,565  |    | 791,709             |                         | 3,126    |     | 4,494,400                    |
| Operating Income (Loss)                  |                        | 554,077    |    | (127,189)           |                         | 2,313    |     | 429,201                      |
| NON-OPERATING REVENUES AND EXPENSES      |                        |            |    |                     |                         |          |     |                              |
| Interest                                 |                        | 92,230     |    | -                   |                         | -        |     | 92,230                       |
| Intergovernmental                        |                        | 3,910      |    | -                   |                         | -        |     | 3,910                        |
| Loss on disposition of fixed assets      |                        | (6,553)    |    | -                   |                         | -        |     | (6,553)                      |
| Other Financing Sources Debt Service:    |                        | 52,194     |    | -                   |                         | -        |     | 52,194                       |
| Interest and Fiscal Charges              |                        | (310,537)  |    | -                   |                         | -        |     | (310,537)                    |
| Total Non-Operating Revenues & Expenses  |                        | (168,756)  |    | -                   |                         | -        |     | (168,756)                    |
| Income (Loss) Before Operating Transfers |                        | 385,321    |    | (127,189)           |                         | 2,313    |     | 260,445                      |
| Operating Transfers - In                 |                        | 40,151     |    | 408,000             |                         | -        |     | 448,151                      |
| Net Income (Loss)                        |                        | 425,472    |    | 280,811             |                         | 2,313    |     | 708,596                      |
| Retained Earnings at Beginning of Year   |                        | 10,173,087 |    | (285,209)           |                         | 130,250  |     | 10,018,128                   |
| Retained Earnings at End of Year         |                        | 10,598,559 |    | (4,398)             |                         | 132,563  |     | 10,726,724                   |
| Contributed Capital                      |                        | 2,227,636  |    | -                   |                         | -        |     | 2,227,636                    |
| Total Fund Equity at End of Year         | \$                     | 12,826,195 | \$ | (4,398)             | \$                      | 132,563  | \$  | 12,954,360                   |

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

### COMBINED STATEMENT OF CASH FLOWS ALL PROPRIETARY FUND TYPES AND SIMILAR FIDUCIARY FUND

### FOR THE YEAR ENDED DECEMBER 31, 2001

|   | Proprietary  | Fund Types          | Fiduciary Fund Type     | Total                |  |
|---|--------------|---------------------|-------------------------|----------------------|--|
|   | Enterprise   | Internal<br>Service | Non-Expendable<br>Trust | (Memorandum<br>Only) |  |
| Cash Flows from Operating Activities:                           |              |                     |                         |                      |  |
| Cash Received from Customers                                    | \$ 4,294,655 | \$ -                | \$ -                    | \$ 4,294,655         |  |
| Cash Received from Quazi-External Transactions from Other Funds | -            | 670,293             | -                       | 670,293              |  |
| Cash Received from Donations                                    | -            | -                   | 1,240                   | 1,240                |  |
| Cash Received from Interest                                     | -            | -                   | 4,199                   | 4,199                |  |
| Cash Payments to Employees                                      | (1,254,672)  | -                   | -                       | (1,254,672)          |  |
| Cash Payments to Suppliers                                      | (2,155,567)  | -                   | (2,894)                 | (2,158,461)          |  |
| Cash Payments for Claims  | -            | (775,972)           | -                       | (775,972)            |  |
| Net Cash Provided by (Used in) Operating Activities             | 884,416      | (105,679)           | 2,545                   | 781,282              |  |
| Cash Flows from Noncapital Financing Activities:                |              |                     |                         |                      |  |
| Transfers/Advances In   | 40,151       | 100,000             | -                       | 140,151              |  |
| Other Financing Sources (Uses)                                  | 55,986       | -                   | -                       | 55,986               |  |
| Net Cash Provided by Noncapital Financing Activities            | 96,137       | 100,000             | -                       | 196,137              |  |
| Cash Flows Used In Capital & Related Financing Activities:      |              |                     |                         |                      |  |
| Debt Service Payments   | (744,450)    | -                   | -                       | (744,450)            |  |
| Purchase of Fixed Assets  | (550,376)    | -                   | -                       | (550,376)            |  |
| Capital Grants  | 3,910        | -                   | -                       | 3,910                |  |
| Net Cash Used In Capital & Related Financing Activities         | (1,290,916)  |                     |                         | (1,290,916)          |  |
| Cash Flow from Investing Activites:                             |              |                     |                         |                      |  |
| Cash received from Interest                                     | 94,058       |                     | <u> </u>                | 94,058               |  |
| Net Increase (Decrease) in Cash & Cash Equivalents              | (216,305)    | (5,679)             | 2,545                   | (219,439)            |  |
| Cash & Cash Equivalents at Beginning of Year                    | 5,431,914    | 67,871              | 130,250                 | 5,630,035            |  |
| Cash & Cash Equivalents at End of Year                          | \$ 5,215,609 | \$ 62,192           | \$ 132,795              | \$ 5,410,596         |  |
|   |              |                     |                         |                      |  |

Continued

COMBINED STATEMENT OF CHANGES IN CHANGES IN CASH FLOW (Continued) ALL PROPRIETARY FUND TYPES AND SIMILAR FIDUCIARY FUND

### FOR THE YEAR ENDED DECEMBER 31, 2001

|  | Fiduciary              |           |          |                |    |             |    |          |
|--|------------------------|-----------|----------|----------------|----|-------------|----|----------|
|  | Proprietary Fund Types |           |          | Fund Type      |    | Total       |    |          |
|  | Internal               |           | Internal | Non-Expendable |    | (Memorandum |    |          |
|  | E                      | nterprise |          | Service        |    | Trust       | `  | Only)    |
| Reconciliation of Operating Income (Loss) to Net Cash Provided By (Used In) Operating Activities                       |                        |           |          |                |    |             |    | _        |
| Operating Income (Loss)  | \$                     | 554,077   | \$       | (127,189)      | \$ | 2,313       | \$ | 429,201  |
| Adjustments to Reconcilie Operating Income (Loss) to Net Cash Provided By (Used In) Operating Activities: Depreciation |                        | 315,331   |          | -              |    | -           |    | 315,331  |
| Changes in Assets and Liabilities  |                        |           |          |                |    |             |    |          |
| (Increase) in Accounts Receivable  |                        | 41,013    |          | 5,773          |    | -           |    | 46,786   |
| Decrease in Prepaid Items  |                        | (130)     |          | -              |    | -           |    | (130)    |
| (Increase) in Materials and Supplies Inventory   |                        | (14,952)  |          | -              |    | -           |    | (14,952) |
| Increase (Decrease) in Accounts Payable  |                        | (73,782)  |          | 15,737         |    | 232         |    | (57,813) |
| Increase in Accrued Wages  |                        | 8,362     |          | -              |    | -           |    | 8,362    |
| Increase in Compensated Absences   |                        | 61,029    |          | -              |    | -           |    | 61,029   |
| Increase in Refundable Deposits  |                        | (17,976)  |          | -              |    | -           |    | (17,976) |
| Increase in Pension Obligations Payable  |                        | 11,444    |          | -              |    | -           |    | 11,444   |
| Total Adjustments  |                        | 330,339   |          | 21,510         |    | 232         |    | 352,081  |
| Net Cash Provided by (Used in) Operating Activities  | \$                     | 884,416   | \$       | (105,679)      | \$ | 2,545       | \$ | 781,282  |
| Reconciliation of Non-Expendable Trust Fund Cash and Cash Equivalents to Balance Sheet:                                |                        |           |          |                |    |             |    |          |
| All Fiduciary Fund Types   |                        |           |          |                | \$ | 220,232     |    |          |
| Less Agency Funds  |                        |           |          |                |    | (71,841)    |    |          |
| Less Expendable Trust Fund   |                        |           |          |                |    | (15,596)    |    |          |
| Cash and Cash Equivalents - Non-Expendable Trust Fund  |                        |           |          |                | \$ | 132,795     |    |          |
| Cash and Cash Equivalents - Non-Expendable Hust Fund   |                        |           |          |                | φ  | 132,133     |    |          |

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

#### NOTE 1 - DESCRIPTION OF THE REPORTING ENTITY

The City of Bellefontaine (the City) is a body politic and Corporate established for the purpose of exercising the rights and privileges conveyed to it by the Constitution and laws of the State of Ohio. The City was formed as a village in 1820 and incorporated in 1835. In 1900 it became a City and is presently a home rule municipal corporation under the laws of the State of Ohio.

The City operates under a council-mayor form of government and provides the following services: public safety; public services; recreation and development. Education services are provided by Bellefontaine City School District. The School District is a separate governmental entity and its financial statements are not included in these financial statements.

This report includes all activities considered by management to be part of the City by virtue of Section 2100 of the Codification of Governmental Accounting and Financial Reporting Standards.

Section 2100 indicates that the reporting entity consists of (a) the primary government, (b) organizations for which the primary government is financially accountable, and (c) other organizations for which the nature and significance of their relationship with the primary government are such that exclusion would cause the reporting entity's financial statements to be misleading or incomplete.

The definition of the reporting entity is based primarily on the notion of financial accountability. A primary government is financially accountable for legally separate organizations that make up its legal entity. It is also financially accountable for legally separate organizations if its officials appoint a voting majority of an organization's governing body and either it is able to impose its will on that organization or there is a potential for the organization to provide specific financial benefits to, or to impose specific financial burdens on, the primary government. A primary government may also be financially accountable for governmental organizations that are fiscally dependent on it.

A primary government has the ability to impose its will on an organization if it can significantly influence the programs, projects, or activities of, or the level of services performed or provided by, the organization. A financial benefit or burden relationship exists if the primary government (a) is entitled to the organization's resources; (b) is legally obligated or has otherwise assumed the obligation to finance the deficits of, or provide financial support, the organization; or (c) is obligated in some manner for the debt of the entity. The financial statements of the reporting entity allow the users to distinguish between the primary government and its component units.

Most component units are included in the financial reporting entity by discrete presentation (one or more columns separate from the financial data of the primary government). Some component units are so intertwined with the primary government that they are reported in a manner similar to the balances and transactions of the primary government itself (this method is known as blending).

Utilizing this criteria, the City included on its financial statements the operations and balances of the Municipal Court and the Park Commission. The City has not included the Bellefontaine City School District, which elects its own officials, and has no control over its operations.

Management believes the financial statements included in this report represent all of the funds of the City over which the City has the ability to exercise direct operating control.

#### NOTE 2 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

The financial statements of the City of Bellefontaine have been prepared in conformity with U.S. generally accepted accounting principles (GAAP) as applied to governmental units. The Governmental Accounting Standards Board (GASB) is the accepted standard-setting body for establishing governmental accounting and financial reporting principles. Under the provisions of GASB No.20, the City has elected not to apply Financial Accounting Standards Board (FASB) statements and interpretations issued after November 30, 1989, to its proprietary activities.

Election of this approach to accounting for proprietary activities by the City has required no change from prior years. The more significant of the City's accounting policies are described below.

### A. Basis of Presentation - Fund Accounting

The City uses funds and account groups to report on its financial position and the results of its operations. Fund accounting is designed to demonstrate legal compliance and to aid financial management by segregating transactions related to certain functions or activities.

A fund is defined as a fiscal and accounting entity with a self-balancing set of accounts recording cash and other financial resources, together with all related liabilities and residual equities or balances, and changes therein, which are segregated for the purpose of carrying on specific activities or attaining certain objectives in accordance with special restrictions or limitations. An account group is a financial reporting device designed to provide accountability for certain assets and liabilities not recorded in the funds because they do not directly affect net available expendable resources.

For financial statement presentation purposes, the various funds of the City are grouped into the following generic fund types under the broad fund categories governmental, proprietary, and fiduciary.

#### **Governmental Fund Types**

Governmental funds are those through which most governmental functions of the City are financed. The acquisition, use, and balances of the City's expendable financial resources and the related current liabilities (except those accounted for in proprietary funds and trust funds) are accounted for through governmental funds. The following are the City's governmental fund types:

**General Fund** - The General Fund is the operating fund of the City and is used to account for all financial resources except those required to be accounted for in another fund. The General Fund balance is available to the City for any purpose provided it is expended or transferred according to the general laws of Ohio.

**Special Revenue Funds** - Special Revenue funds are used to account for the proceeds of specific revenue sources (other than expendable trusts or major capital projects) that are legally restricted to expenditure for specified purposes.

**Debt Service Fund** - The Debt Service Fund is used to account for the accumulation of resources for, and the payment of, general long-term obligation principal, interest, and related costs.

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

### A. Basis of Presentation - Fund Accounting (continued)

**Capital Projects Funds -** Capital Projects funds are used to account for financial resources to be used for the acquisition or construction of major capital facilities (other than those financed by proprietary funds or trust funds).

### **Proprietary Fund Type**

Proprietary funds are used to account for the City's ongoing activities that are similar to those found in the private sector. The following are the City's proprietary fund types:

**Enterprise Funds** – Enterprise funds are used to account for operations that are financed and operated in a manner similar to private business enterprises where the intent is that the costs (expenses, including depreciation) of providing goods or services to the general public on a continuing basis be financed or recovered primarily through user charges or where it has been decided that periodic determination of revenues earned, expenses incurred, and/or net income is appropriate for capital maintenance, public policy, management control, accountability, or other purposes.

**Internal Service Funds** – Internal Service funds are used to account for the financing services provided by one department or agency to another department or agency on a cost reimbursement basis.

### **Fiduciary Fund Types**

Fiduciary funds are used to account for assets held by the City in a trustee capacity or as an agent for individuals, private organizations, other governmental units, and/or other funds. The City's fiduciary funds include expendable trust funds, non-expendable trust funds, and agency funds. The expendable trust funds are accounted for in essentially the same manner as governmental funds. The non-expendable trust funds are accounted for in essentially the same manner as proprietary funds. Agency funds are custodial in nature (assets equal liabilities) and do not involve measurement of results of operations.

### **Account Groups**

To make a clear distinction between fixed assets related to specific funds and those of general government, and between long-term liabilities related to specific funds and those of a general nature, the following account groups are used:

**General Fixed Assets Account Group -** This account group is established to account for all fixed assets of the City, other than those accounted for in proprietary funds or trust funds.

**General Long-Term Obligations Account Group -** This account group is established to account for all long-term obligations of the City, except those accounted for in proprietary funds or trust funds.

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

### **B.** Measurement Focus and Basis of Accounting

The accounting and financial reporting treatment applied to a fund is determined by its measurement focus. All governmental fund types and expendable trust funds are accounted for using a 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 type and non-expendable trust funds are accounted for using 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. Operating statements of these funds present increases (e.g., revenues) 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 fund types, expendable trust funds, and agency funds. Under this basis, revenues are recognized in the accounting period when they become both measurable and available. Measurable means the amount of the transaction can be determined, and available means collectible within the current fiscal year or soon enough thereafter to be used to pay liabilities of the current fiscal year. The available period for the City is sixty days after fiscal year end.

In applying the susceptible to accrual concept under the modified accrual basis, the following revenue sources are deemed both measurable and available:

City income tax estimated by individuals and withheld by employers, utility billings unpaid and billed, and interest earnings. Property taxes are levied on January 1 of each year upon the assessed value at the preceding January 1, the lien date. Property taxes are due in the calendar year levied and are intended to finance the operations of the City in the year levied. Property taxes are payable to the County Treasurer in two equal installments in January and July of the year levied and, if not paid, become delinquent after December 31 of the year levied. Accordingly, at December 31, 2001, delinquent property taxes and City income tax collected meet the susceptible sixty-day accrual criteria. Other revenues are recorded as revenue when received, as they are generally measurable until actually received.

The accrual basis of accounting is utilized for reporting purposes by the proprietary fund type and non-expendable trust funds. Revenues are recognized in the accounting period in which they are earned, and expenses are recognized at the time they are incurred.

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

### **B.** Measurement Focus and Basis of Accounting (Continued)

The measurement focus of governmental fund accounting is on decreases in net financial resources (expenditures) rather than expenses. Expenditures are generally recognized in the accounting period in which the related fund liability is incurred, if measurable. Allocations of cost, such as depreciation and amortization, are not recognized in the governmental funds.

#### C. Budgetary Process

The budgetary process is prescribed by provisions of the Ohio Revised Code and entails the preparation of budgetary documents within an established timetable. The major documents prepared are the tax budget, the certificate of estimated resources, and the appropriation resolution, all of which are prepared on the budgetary basis of accounting. The certificate of estimated resources and the appropriation resolution are subject to amendment throughout the year with the legal restriction that appropriations cannot exceed estimated resources, as certified.

All funds, other than agency funds, are legally required to be budgeted and appropriated. The primary level of budgetary control is at the object level within each function. Any budgetary modifications at this level may only be made by resolution of the City.

### Tax Budget

Prior to July 20, the City submits a proposed operating budget for the fiscal year commencing the following January 1. The budget includes proposed expenditures and the means of financing for all funds. Public hearings are publicized and conducted to obtain taxpayers comments. The express purpose of this budget document is to reflect the need for existing or increased tax rates.

By no later than July 20, the Council-adopted budget is filed with the Logan County Budget Commission for rate determination.

### **Estimated Resources**

Prior to September 1, City Council, by formal resolution, approves the tax rates, as determined by the County Budget Commission, and receives the commission's certificate of estimated resources, which states the projected revenue of each fund. The revised budget then serves as the basis for the appropriation measure. On or about January 1, the certificate is amended to include any unencumbered cash balances from the preceding fiscal year. The certificate may be further amended during the year if projected increases or the City Auditor identifies decreases in revenue. The amounts reported in the budgetary statements reflect the amounts in the final amended certificate issued during fiscal year 2001.

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

#### **Appropriations**

A temporary appropriation ordinance to control expenditures or expenses, as appropriate, may be passed on or about January 1 to March 31. An annual appropriation ordinance must be passed by April 1 of each year for the period January 1 to December 31. The appropriation ordinance may be amended during the year as new information becomes available provided that the total appropriations do not exceed estimated resources, as certified. Amendments to the original appropriation ordinance were not material in relation to the original appropriation. At the end of the year, all unexpended and unencumbered balances of operating appropriations revert to the fund from which the appropriation was initially made, where they became subject to future appropriation. The Governmental Fund Types for which annual appropriation ordinances are adopted are the General Fund, Special Revenue Funds, Debt Service Funds, and Capital Projects Funds. The City's budgetary process is based upon accounting for transactions on the non-GAAP basis.

The budget figures, which appear in the statements of budgetary comparisons, represent the final appropriation amounts, including all supplemental appropriations. Formal budgetary integration is employed as a management control device during the year for all funds, other than agency funds, consistent with statutory provisions.

#### **Encumbrances**

As part of formal budgetary control, purchase orders, contracts, and other commitments for the expenditure of monies are recorded as the equivalent of expenditures on the non-GAAP budgetary basis in order to reserve that portion of the applicable appropriation and to determine and maintain legal compliance. On the GAAP basis, encumbrances outstanding at fiscal year end are reported as a reservation of fund balance for subsequent-year expenditures for the governmental fund types and expendable trust funds and reported in the notes to the financial statements for the proprietary fund type and non-expendable trust funds.

### D. Cash and Investments

To improve cash management, cash received by the City is pooled, except as specifically stipulated by ordinance. Monies for all funds, including proprietary funds, are maintained in this pool. Individual fund integrity is maintained through City records. Each fund's interest in the pool is presented as "Equity in Pooled Cash and Cash Equivalents" on the combined balance sheet. Cash includes amounts in demand deposits as well as short-term investments with a maturity date within three months of the date acquired by the government and consist of Certificates of Deposits.

State statutes authorize the City to invest in obligations of the U.S. Treasury, repurchase agreements, bonds of the State of Ohio and STAR Ohio. Investments are reported at fair value, which is based on quoted market prices. STAR Ohio is an investment pool, managed by the State Treasurer's Office, which allows governments within the State to pool their funds for investment purposes. STAR Ohio is not registered with the SEC as an investment company, but does operate in a manner consistent with Rule 2a7 of the Investment Company Act of 1940. Investments in STAR Ohio are valued at STAR Ohio's share price, which is the price the investment could be sold for on December 31, 2001.

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

### E. Prepaid Items

Payments made to vendors for services that will benefit periods beyond December 31, 2001, are recorded as prepaid items using the consumption method. A current asset for the prepaid amount is recorded at the time of purchase and an expenditure/expense is recorded in the year in which services are consumed.

### F. Inventory

Inventories are stated at cost, which approximates market, using the first-in, first-out basis (FIFO) method. Inventory in the governmental funds consists of expendable supplies held for consumption. The costs of inventory items are recorded as expenditures when purchased. Reported materials and supplies inventory is equally offset by a fund balance reserve in the governmental funds, which indicates that it does not constitute available expendable resources even though it is a component of net current assets.

#### **G.** Restricted Assets

Certain proceeds of enterprise fund revenue bonds, as well as certain resources set aside for their repayment, are classified as restricted assets on the balance sheet as "Equity in Pooled Cash" because its use is limited by applicable bond covenants.

#### H. Fixed Assets and Depreciation

General fixed assets are not capitalized in the funds used to acquire or construct them. Instead, capital acquisition and construction costs are reflected as expenditures in governmental funds, and the related assets are reported in the general fixed assets account group. Fixed assets utilized in the proprietary funds are capitalized in the respective fund. All fixed assets are capitalized at cost (or estimated historical cost) and updated for additions and retirements during the year. Donated fixed assets are recorded at their fair market value as of the date received. The City maintains a capitalization threshold of one thousand dollars.

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

Public domain ("infrastructure") general fixed assets consisting of streets, sidewalks and storm sewers are not capitalized by the City since they are immovable and of value only to the City.

The City has elected to record depreciation in the General Fixed Asset Account Group and in the proprietary fund types in accordance with U.S. generally accepted accounting principles for governmental entities. Depreciation is recorded using the straight-line basis over the estimated useful lives of the related assets.

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

### **H.** Fixed Assets and Depreciation (Continued)

Interest expense associated with the financing of fixed assets has not been recorded by the City as a component of the cost of these fixed assets for assets constructed prior to 1988. In accordance with the Financial Accounting Standards Board Statement No. 62 (Capitalization of Interest Cost in Situations Involving Certain Tax-Exempt Borrowings and Certain Gifts and Grants), the City intends to capitalize the interest earned on interest-bearing investments, acquired with the proceeds of the borrowing.

#### I. Interfund Assets/Liabilities

During the course of operations, numerous transactions occur between individual funds for goods provided or services rendered. These receivables and payables are classified as "due from other funds" or "due to other funds" on the balance sheet.

### J. Compensated Absences

Vested or accumulated vacation leave that is expected to be liquidated with available financial resources is reported as an expenditure and a fund liability of the governmental fund that will pay it. Amounts vested or accumulated sick leave that are not expected to be liquidated with available financial resources are reported in the general long-term account group. No expenditure is reported for these amounts. Vested or accumulated sick and vacation leave of proprietary funds are recorded as an expense and a liability of those funds as the benefits accrue to employees. In accordance with the provisions of the Governmental Accounting Standards Board Statement No.16, Accounting for Compensated Absences, no liability is recorded for nonvesting accumulating rights to receive sick pay benefits. However, a liability is recognized for that portion of accumulating sick leave benefits that it is estimated will be taken as "terminal leave" prior to retirement

### **K.** Long-Term Obligations

Long-term debt is recognized as a liability of a governmental fund when due, or when resources have been accumulated in the debt service fund for payment early in the following year. For other long-term obligations, only the portion expected to be financed from expendable available financial resources is reported as a fund liability of a governmental fund. The remaining portion of such obligations is reported in the general long-term debt account group. Long-term liabilities expected to be financed from proprietary fund operations are accounted for in those funds.

#### L. Advances to Other Funds

Noncurrent portions of long-term interfund loan receivables are reported as advances and are offset equally by a fund balance reserve account, which indicates that they do not constitute expendable available financial resources, and therefore are not available for appropriation.

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

### M. Fund Equity

Contributed capital is recorded in proprietary funds that have received capital grants or contributions from developers, customers or other funds. Reserves represent those portions of fund equity not appropriable or legally segregated for a specific future use. Designated fund balances represent tentative plans for future use of financial resources.

#### N. Bond Discounts Issuance Costs

In governmental fund types, bond discounts and issuance costs are recognized in the current period. Bond discounts and issuance cost for proprietary fund types are deferred and amortized over the term of the bonds using the bonds-outstanding method, which approximates the effective interest method. Bond discounts are presented as a reduction of the face amount of bonds payable whereas issuance costs are recorded as deferred charges.

#### O. Interfund Transactions

Quasi-external transactions are accounted for as revenues and expenditures, or expenses. Transactions that constitute reimbursements to a fund for expenditures/expenses initially made from it that are properly applicable to another fund are recorded as expenditures/expenses in the reimbursing fund and as reductions of expenditures/expenses in the fund that is reimbursed.

Nonrecurring or nonroutine permanent transfers of equity are reported as residual equity transfers. All other interfund transfers are reported as operating transfers.

#### P. Estimates

The preparation of financial statements in conformity with U.S. generally accepted accounting principles requires management to make estimates and assumptions that affect the amounts reported in the financial statements and accompanying notes. Actual results may differ from those estimates.

### Q. Statement of Cash Flows

In September 1989, the Governmental Accounting Standards Board issued Statement No. 9, "Reporting Cash Flows of Proprietary and Nonexpendable Trust Funds and Governmental Entities That Use Proprietary Fund Accounting." For purposes of GASB Statement No. 9 "Cash and Cash Equivalents" refers to cash only. The City has presented a statement of cash flows for its proprietary funds and similar Nonexpendable Trust Funds.

### R. Total Columns on General Purpose Financial Statements

Total columns on the general purpose financial statements are captioned Totals (Memorandum Only) to indicate that they are presented only to facilitate financial analysis. Data in these columns do not present financial position, results of operations, or cash flows in conformity with U.S. generally accepted accounting principles. Neither is such data comparable to a consolidation. Interfund eliminations have not been made in the aggregation of this data.

#### NOTE 3 - BUDGETARY BASIS OF ACCOUNTING

The Combined Statement of Revenues, Expenditures, and Changes in Fund Balances - Budget (Non-GAAP Basis) and Actual, All Governmental Fund Types is presented on the budgetary basis to provide a meaningful comparison of actual results with the budget. The major differences between the budget basis and GAAP basis are that:

- 1. Revenues are recorded when received in cash (budget basis) as opposed to when susceptible to accrual (GAAP basis).
- 2. Expenditures/expenses are recorded when paid in cash (budget basis) as opposed to when the liability is incurred (GAAP basis).
- 3. Outstanding year-end encumbrances are treated as expenditures (budget basis) rather than as a reservation of fund balance (GAAP basis).
- 4. Proceeds of short-term notes are not treated as revenue but as a liability.

It is the City's policy to formally budget and appropriate those funds which derive their primary revenues from levied taxes, other governments, or user charges.

Budgeted control is exercised at the object level. Reported budgeted amounts are as originally adopted and amended by appropriation resolutions of the Council. Department budgets are represented by appropriations and can only be modified by Council resolution. Unencumbered appropriations lapse at year-end.

The following tables summarize the adjustments necessary to reconcile the GAAP and budgetary basis statements by fund type:

### Governmental Fund Types Excess of Revenues and Other Sources Over/(Under) Expenditures and Other Uses

|                             |           | Special   | Debt           | Capital     | Expendable |
|-----------------------------|-----------|-----------|----------------|-------------|------------|
|                             | General   | Revenue   | <u>Service</u> | Project     | Trust      |
| Budget Basis                | (205,622) | (439,836) | (11,103)       | (4,618,066) | 3,000      |
| Increase (decrease) due to: |           |           |                |             |            |
| Revenue Accruals            | (94,871)  | 54,014    | 0              | 56,047      | 0          |
| Expenditure Accruals        | (65,525)  | 39,823    | 0              | (124,036)   | 0          |
| Encumbrances                | 288,148   | 289,910   | 0              | 2,907,958   | 0          |
| GAAP Basis                  | (77,870)  | (56,089)  | (11,103)       | (1,778,097) | 3,000      |

### **NOTE 4 - DEPOSITS AND INVESTMENTS**

State statutes classify monies held by the City into three categories.

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

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

Interim deposits are deposits of interim monies. Interim monies are those monies which are not needed for immediate use but which will be needed before the end of the current period of designation of depositories. Interim deposits must be evidenced by time certificates of deposit maturing not more than one year from the date of deposit, or by savings or deposit accounts, including passbook accounts.

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

- 1. United States Treasury bills, bonds, notes, or any other obligation or security issued by the United States Treasury, or any other obligation guaranteed as to principal and interest by the United States;
- 2. Bonds, notes, debentures, or any other obligation or security issued by any federal government agency or instrumentality, including but not limited to, the Federal National Mortgage Association, Federal Home Loan Bank, Federal Farm Credit Bank, Federal Home Loan Mortgage Corporation, Government National Mortgage Association, and Student Loan Marketing Association. All federal agency securities shall be direct issuances of federal government agencies or instrumentalities;
- 3. Written repurchase agreements in the securities listed above provided that the market value of the securities subject to the repurchase agreement must exceed the principal value of the agreement by at least 2 percent and be marked to market daily, and that the term of the agreement must not exceed thirty days;
- 4. Bonds and other obligations of the State of Ohio;
- 5. No-load money market mutual funds consisting exclusively of obligations described in division (1) or (2) and repurchase agreements secured by such obligations, provided that investments in securities described in this division are made only through eligible institutions; and
- 6. The State Treasurer's investment pool (STAR Ohio).

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

Investments in stripped principal or interest obligations, reverse repurchase agreements, and derivatives are prohibited. The issuance of taxable notes for the purpose of arbitrage, the use of leverage, and short selling are also prohibited. An investment must mature within five years from the date of purchase, unless matched to a specific obligation or debt of the City, and must be purchased with the expectation that it will be held to maturity. Investments may only be made through specified dealers and institutions. Payment for investments may be made only upon delivery of the securities representing the investment to the Treasurer, or qualified trustee, unless the securities are not represented by a certificate, in which payment may be made upon receipt of confirmation of transfer from the custodian.

Protection of the City's deposits is provided by the Federal Deposit Insurance Corporation (FDIC), by eligible securities pledged by the financial institution as security for repayment, by surety company bonds deposited with the Treasurer by the financial institution, or by a single collateral pool established by the financial institution to secure the repayment of all public monies deposited with the institution.

The following information classifies deposits and investments by categories of risk as defined in GASB Statement No.3, Deposits with Financial Institutions, Investments (including RepurchaseAgreements), and Reverse Repurchase Agreements.

<u>Deposits</u> - At fiscal year end, the carrying amount of the City's deposits was \$5,652,668 and the bank balance was \$6,294,656. Of the bank balance, \$631,082 was covered by federal depository insurance and \$5,663,574 was covered by collateral held by third party trustees pursuant to Section 135.181 Revised Code, in collateralized pools securing all public funds on deposit with the specific depository institutions. Although all State statutory requirements for the deposit of money had been followed, non-compliance with federal requirements could potentially subject the City to a successful claim by the FDIC.

The City's deposits are categorized in the following table to give an indication of the level of credit risk assumed by the City at year-end. Category 1 includes deposits that are insured or collateralized with securities held by the City or its safekeeping agent in the City's name. Category 2 includes uninsured deposits collateralized with securities held by the pledging financial institution's trust department or safekeeping agent in the City's name. Category 3 includes uninsured and uncollateralized deposits, including any bank balance that is collateralized with securities held by the pledging institution, or by its trust department or safekeeping agent, but not in the City's name.

|                           | Category 1 | Category 2 | Total     |
|---------------------------|------------|------------|-----------|
| Certificates of Deposit   | 0          | 5,879,000  | 5,879,000 |
| Savings/Checking Accounts | 415,656    | 0          | 415,656   |
| Totals                    | 415,656    | 5,879,000  | 6,294,656 |

### **NOTE 4 - DEPOSITS AND INVESTMENTS (Continue d)**

Collateral is required for demand deposits and certificate of deposits at 110 percent of all deposits not covered by federal deposit insurance. Obligations that may be pledged as collateral are obligations of the United States and its agencies and obligations of the State and its municipalities, school districts, and district corporations.

Obligations pledged to secure deposits must be delivered to a bank other than the institution in which the deposit is made. Written custodial agreements are required.

<u>Investments</u> \_ Statutes authorize the City of Bellefontaine to invest in obligations of U.S. Treasury, agencies and instrumentalities, bonds and other obligations of this State, repurchase agreements and the state treasurer's investment pool.

The City's investments are categorized to give an indication of the level of risk assumed by the City at year-end. Category 1 includes investments that are insured or registered, or for which the securities are held by the City or its agent in the City's name. Category 2 includes uninsured and unregistered investments, for which the securities are held by the counterparty's Trust department or an agent in the City's name. Category 3 includes uninsured and unregistered investments for which securities are held by the counterparty or its Trust department but not in the City's name. Star Ohio is an unclassified investment since it is not evidenced by securities that exist in physical or book entry form.

|            | <u>Fair Value</u>   |
|------------|---------------------|
|            |                     |
| Category 3 | 8,233,799           |
| Category 3 | 244,000             |
|            |                     |
|            | 300,000             |
|            | \$ <u>8,777,799</u> |
|            | Ç <b>,</b>          |

### **Reconciliation to Balance Sheet**

| City's Deposits Petty Cash and Drawer Change Investments Total | \$5,652,668<br>2,445<br><u>8,777,799</u><br>\$ <u>14,432,912</u> |
|--|--|
| Per Balance Sheet  |  |
| Equity in Pooled Cash  | \$14,380,830   |
| Cash and Cash Equivalents in Segregated Account                | 52,082   |
| Total  | \$ <u>14,432,912</u>   |

#### **NOTE 5 - PROPERTY TAXES**

Property taxes are levied and assessed on a calendar year basis. Property taxes include amounts levied against all real, public utility, and tangible personal (used in business) property located in the City. All property is required to be revalued every six years. Real property taxes are levied after April 1 on the assessed value listed as of the prior January 1, the lien date. Assessed values for real property taxes are established by State law at 35 percent of appraised market value. Public utility property taxes, attached as a lien on December 31 of the prior year, were levied April 1 and are collected with real property taxes.

Public utility property taxes are assessed on tangible personal property at 88 percent of true value (with certain exceptions) and on real property at 35 percent of true value. Tangible personal property taxes are levied after April 1 on the value listed as of December 31 of the current year. Tangible personal property assessments are 25 percent of true value.

Real property taxes are payable annually or semi-annually. If paid annually, payment is due December 31; if paid semi-annually, the first payment is due December 31 with the remainder payable by June 20. Under certain circumstances, State statute permits alternate payment dates to be established.

Tangible personal property taxes paid by multi-county taxpayers are due September 20. Single county taxpayers may pay annually or semi-annually. If paid annually, payment is due April 30; if paid semi-annually, the first payment is due April 30, with the remainder payable by September 20.

The City receives property taxes from Logan County. The County Auditor periodically advances to the City its portion of the taxes collected. Accrued property taxes receivable represents delinquent taxes outstanding and real property, public utility property, and tangible personal property taxes, which became measurable as of December 31, 2001.

The assessed valuations of the City for tax year 2000, which were used to collect taxes in calendar year 2001, are as follows:

|                          | <u>Amount</u>      | Percent     |
|--------------------------|--------------------|-------------|
| Agricultural/Residential | \$98,099,840       | 50%         |
| Industrial/Commercial    | 47,009,940         | 24%         |
| Public Utility           | 13,388,810         | 7%          |
| Tangible Personal        | <u>38,728,510</u>  | _19%_       |
| Total Assessed Value     | <u>197,227,100</u> | <u>100%</u> |

### **NOTE 6 - CITY INCOME TAX**

The City levies an income tax of 1.8% on the gross salaries, wages and other personal services compensation earned by residents of the City and to the earnings of nonresidents working within the City. This tax also applies to the net income of businesses operating within the City. Residents of the City are granted a full credit for taxes paid, up to the percentage which would be due the City, to other Ohio municipalities.

The receipts of the City income tax and the administrative costs associated with their collection are accounted for in the General Fund and the Southview Park Construction Fund. Income tax receipts, net of related administrative costs, are disbursed, appropriated and allocated in accordance with ordinance No. 3565 as amended.

#### **NOTE 7 - RECEIVABLES**

The City's receivables at December 31, 2001 by fund type consist of the following:

|                            | General   | Special<br>Revenue | Debt<br>Service | Capital<br>Projects | Enterprise |
|----------------------------|-----------|--------------------|-----------------|---------------------|------------|
| Income Tax                 | 515,745   | -                  | _               | 182,255             | -          |
| Other Local Tax,           | 7,460     | 14,920             | -               | -                   |            |
| Property Tax & Assessments | 500,274   | 123,671            | 363,828         | -                   | -          |
| Total Tax & Assessments    | 1,023,479 | 138,591            | 363,828         | 182,255             |            |
| Accounts Receivable        | 15,326    | 5,734              | -               | 28,064              | 542,577    |
| Notes                      | -         | 43,673             | -               | -                   | -          |
| Due from Other Governments | 92,494    | 196,621            | _               | _                   | 3,910      |
| Interest                   | 819       | 147                | -               | 2,408               | 1,429      |
| Total Receivables          | 1,132,118 | 384,766            | 363,828         | 212,727             | 547,916    |

### **NOTE 8 - FIXED ASSETS**

Fixed assets with an original cost of \$1,000 or more and used in governmental fund type operations are accounted for in the General Fixed Asset Account Group. Fixed assets with an original cost of \$1,000 or more and used in proprietary fund type operations are recorded in the Enterprise Type Funds.

All costs associated with the construction and acquisition of general fixed assets are included in the Capital Outlay line within the accompanying financial statements. Costs associated with the construction of infrastructure fixed assets are not capitalized in the General Fixed Assets Account Group in accordance with the City's accounting policy and, accordingly, are not reflected as additions in the General Fixed Assets Account Group.

A summary of the general fixed assets at December 31, 2001, by class and the changes therein during 2001, is as follow:

| Asset Category           | Balance at 01/01/01 | Additions | Deletions | Balance at 12/31/01 |
|--------------------------|---------------------|-----------|-----------|---------------------|
| Land                     | \$1,038,006         | \$1,876   | \$0       | \$1,039,882         |
| Land Improvements        | 94,882              | 0         | 0         | 94,882              |
| Buildings                | 3,691,262           | 1,988     | 0         | 3,693,250           |
| Equipment                | 2,116,376           | 198,012   | (87,317)  | 2,227,071           |
| Furniture                | 133,358             | 0         | 0         | 133,358             |
| Vehicles                 | 2,056,606           | 168,115   | (68,574)  | 2,156,147           |
| Construction-In-Progress | 3,997,825           | 4,944,209 | (586,136) | 8,355,898           |
| Infrastructure           | 354,454             | 724,264   | 0         | 1,078,718           |
| Sub-Totals               | 13,482,769          | 6,038,464 | (742,027) | 18,779,206          |
| Accumulated Depreciation | (3,640,998)         | (341,984) | 313,008   | (3,669,974)         |
| Totals                   | \$9,841,771         | 5,696,480 | (429,019) | \$15,109,232        |

Depreciation is provided using the straight-line basis over the estimated useful lives of the assets. Depreciation lives used for property items within each property classification are as follows:

| Classification                    | Life        |
|-----------------------------------|-------------|
| Buildings                         | 40 years    |
| Utility Plant in Service          | 40-80 years |
| Improvements other than Buildings | 20-50 years |
| Machinery & Equipment             | 5-20 years  |

### **NOTE 8 - FIXED ASSETS (Continued)**

A summary of proprietary fund property, plant and equipment at December 31, 2001 by class and by individual fund is as follows:

|                                |                       |                     |                 | Parking           |                   |                     | Property         |                      |
|--------------------------------|-----------------------|---------------------|-----------------|-------------------|-------------------|---------------------|------------------|----------------------|
|                                | Water                 | Sewer               | Refuse          | Meter .           | Ambulance         | <u>Airport</u>      | Rental           | <u>Total</u>         |
| Land                           | \$719,204             | \$103,820           | -               | \$216,620         | -                 | \$891,805           | -                | \$1,931,449          |
| Land Improvements              | 124,820               | 399,473             | -               | 24,240            | -                 | 261,660             | -                | 810,193              |
| Building                       | 4,026,087             | 2,838,260           | \$7,724         | -                 | \$47,507          | 130,592             | \$58,098         | 7,108,268            |
| Equipment & Furniture          | 782,230               | 1,662,697           | -               | -                 | 1,697             | 149,567             | -                | 2,596,191            |
| Vehicles                       | 209,646               | 219,976             | -               | -                 | 152,496           | 14,400              | -                | 596,518              |
| Construction-In-Progress       | -                     | 188,838             | -               | -                 | -                 | -                   | -                | 188,838              |
| Infrastructure                 | 1,915,529             | 2,556,270           |                 |                   |                   |                     |                  | 4,471,799            |
| Sub-Total                      | 7,777,516             | 7,969,334           | 7,724           | 240,860           | 201,700           | 1,448,024           | 58,098           | 17,703,256           |
| Less-Accumulated Depreciation  | (1,234,129)           | (2,098,103)         | (5,006)         | (21,825)          | (67,574)          | (258,303)           | (30,786)         | (3,715,726)          |
| Net Property, Plant & Equipmer | nt\$ <u>6,543,387</u> | \$ <u>5,871,231</u> | \$ <u>2,718</u> | \$ <u>219,035</u> | \$ <u>134,126</u> | \$ <u>1,189,721</u> | \$ <u>27,312</u> | \$ <u>13,987,530</u> |

### **NOTE 9 - SEGMENT INFORMATION**

The City operates Enterprise Funds, which provide water, disposal and treatment of sewage, waste disposal, off-street parking, airport, ambulance and property management services. The key financial information for the year ended December 31, 2001 for these enterprise funds is as follows:

|                           |               |             |           |          |                  |                | Utility & |
|---------------------------|---------------|-------------|-----------|----------|------------------|----------------|-----------|
|                           |               |             | Garbage/  | Parking  |                  |                | Property  |
|                           | Water         | Sewer       | Refuse    | Meter    | <u>Ambulance</u> | <u>Airport</u> | Rental    |
| Operating Revenue         | 1,596,195     | 1,780,169   | 595,010   | 13,164   | 203,321          | 24,743         | 41,040    |
| Operating Expenses        |               |             |           |          |                  |                |           |
| less depreciation         | (1,553,180)   | (1,113,229) | (507,199) | (16,639) | (107,612)        | (53,622)       | (43,575)  |
| Depreciation              | (123,901)     | (154,960)   | (74)      | (277)    | (9,558)          | (14,933)       | (806)     |
| Operating Income (loss)   | (80,886)      | 511,980     | 87,737    | (3,752)  | 86,151           | (43,812)       | (3,341)   |
| Transfers-In              | 0             | 0           | 0         | 10,000   | 0                | 30,151         | 0         |
| Other non-operating reven | ue 83,834     | 59,972      | 548       | 0        | 3,980            | 0              | 0         |
| Other non-operating expen | nses(144,565) | (171,611)   | 0         | 0        | 0                | (914)          | 0         |
| Net Income (loss)         | (141,617)     | 400,341     | 88,285    | 6,248    | 90,131           | (14,575)       | (3,341)   |
| Total Assets              | 8,665,786     | 8,773,407   | 446,582   | 232,568  | 481,628          | 1,199,919      | 134,150   |
| Bonds Payable             | 2,730,000     | 3,855,000   | 0         | 0        | 0                | 0              | 0         |
| Contributed Capital       | 1,761,378     | 456,365     | 0         | 0        | 8,453            | 1,440          | 0         |
| Total Equity              | 5,700,865     | 4,772,482   | 415,076   | 230,083  | 471,835          | 1,199,111      | 36,743    |

### **NOTE 10 - DEBT OBLIGATIONS**

A listing of the changes in the debt of the City for the year ended December 31, 2001 follows:

|  | Balance<br>01/01/01 | Additions       | Retirements | Balance at 12/31/01 |
|--|---------------------|-----------------|-------------|---------------------|
| GENERAL OBLIGATION DEBT                            | 01/01/01            |                 |             | 12/01/01            |
| 4.9% Main Street Bonds, due 2005                   | \$ 535,000          | \$ -            | \$ 95,000   | \$ 440,000          |
| 3.85% Stormwater Bonds, due 2014                   | 1,330,000           | · •             | 70,000      | 1,260,000           |
| TOTAL GENERAL OBLIGATION                           | \$ 1,865,000        | <del>\$</del> - | \$ 165,000  | \$1,700,000         |
|  | _                   |                 |             |                     |
| SPECIAL ASSESSMENT DEBT                            | Φ 120.000           | Φ.              | Φ 40.000    | <b>4440000</b>      |
| 6.25 to 7.00% Special Assessment Bonds<br>Due 2009 | \$ 120,000          | \$ -            | \$ 10,000   | \$110,000           |
| 3.6 to 6.4% Special Assessment Bonds,              | 155,000             | -               | 10,000      | 145,000             |
| Due 2012   |                     |                 |             |                     |
| TOTAL SPECIAL ASSESS, DEBT                         | 275,000             | \$ -            | \$ 20,000   | \$ 255,000          |
| Airport Bond Anticipation Notes                    | \$ 1,900,000        | \$1,900,000     | \$1,900,000 | \$1,900,000         |
| TOTAL CAPITAL PROJECTS                             | \$ 1,900,000        | \$1,900,000     | \$1,900,000 | \$1,900,000         |
|  | Ψ 1,500,000         | 42,200,000      | <u> </u>    | Ψ1,500,000          |
| ENTERPRISE DEBT                                    | ¢ 4.025.000         | ф               | ¢ 200,000   | \$2.725.000         |
| 3.5 to 6.9% Sewer System Bonds, due                | \$ 4,025,000        | \$ -            | \$ 300,000  | \$3,725,000         |
| 0% Ohio Public Works Rehabilitation Due 2014       | 140,000             | -               | 10,000      | 130,000             |
| 3.75 - 5% Water Bonds, due 2015                    | 2,865,000           | _               | 135,000     | 2,730,000           |
| TOTAL ENTERPRISE DEBT                              | \$ 7,030,000        | \$ -            | \$ 445,000  | \$6,585,000         |
| OTHER  |                     |                 |             |                     |
| Compensated Absences Payable                       | \$ 653,123          | \$ 112,880      | _           | \$ 766,003          |
| Pension Obligations Payable                        | 120,258             | 111,932         | 120,258     | 111,932             |
| Unfunded Police/Fire Pension                       | 354,330             | -               | 354,330     | -                   |
| Accrued Wages                                      | -                   | 169,244         | -           | 169,244             |
| TOTAL OTHER  | \$ 1,127,711        | \$ 394,056      | \$ 474,588  | \$1,047,179         |
|  | · · · · ·           |                 | <del></del> |                     |
| TOTAL DEBT OBLIGATION                              | \$ 12,197,711       | 2,294,056       | 3,004,588   | 11,487,179          |

Outstanding general obligation bonds consist of off-street parking and South Main street improvement issues. The Special Assessment bonds are payable from the collections of special assessments and are general obligations of the City. General obligation bonds are direct obligations of the City for which its full faith, credit and resources are pledged and are payable from taxes levied on all taxable property in the City. Waterworks improvement notes are also general obligation debts, but it is anticipated that user charges will pay off all outstanding notes.

### **NOTE 10 – DEBT OBLIGATIONS (Continued)**

The sewer bonds and notes are for utility construction projects. Property and revenue of the utility facilities have been pledged to repay these debts.

During the fiscal period, the city funded the remaining unfunded pension liability for past service cost for the Police and Firemen's Disability and Pension Fund, which arose when the fund was established in 1968. The payment of \$354,330 was made from the General Fund.

The accrued vacation and sick leave benefits recorded above represent the non-current portion of the liability. The current portion has been recorded in the appropriate fund type.

A summary of the City's future debt service requirements as of December 31, 2001 were as follows:

| Future Payment<br>Due In | General Long-Term Debt<br>Account Group |                   | Special A         | ssessment Debt   | Enterpr             | ise Debt            |
|--------------------------|---|-------------------|-------------------|------------------|---------------------|---------------------|
|                          | <b>Principal</b>                        | Interest          | <b>Principal</b>  | <u>Interest</u>  | <b>Principal</b>    | <u>Interest</u>     |
| 2002                     | \$ 175,000                              | \$ 85,141         | \$ 20,000         | \$ 16,655        | \$ 465,000 \$       | 282,763             |
| 2003                     | 180,000                                 | 75,098            | 20,000            | 15,385           | 485,000             | 264,985             |
| 2004                     | 195,000                                 | 64,310            | 25,000            | 14,105           | 500,000             | 246,198             |
| 2005                     | 205,000                                 | 52,659            | 25,000            | 12,465           | 520,000             | 226,403             |
| 2006-2010                | 475,000                                 | 180,081           | 130,000           | 35,525           | 2,940,000           | 788,075             |
| 2011-2015                | 470,000                                 | 52,838            | 35,000            | 3,520            | 1,675,000           | 203,608             |
| 2016-2020                |   | <u>-</u>          | <u>-</u>          | <u>-</u>         |                     |                     |
| TOTAL                    | \$ <u>1,700,000</u>                     | \$ <u>510,127</u> | \$ <u>255,000</u> | \$ <u>97,655</u> | \$ <u>6,585,000</u> | \$ <u>2,012,032</u> |

### **NOTE 11 - RESTRICTED ASSETS**

Restricted assets are specifically restricted for capital improvements or debt service by either the City's designation or by applicable bond indentures. Restricted cash designated by the City or provided by operations are equally offset by a retained earnings reserve. Restricted assets at December 31, 2001 are comprised of the following:

|                                   | Cash & Long Term   | Deferred<br>Bond Costs |
|-----------------------------------|--------------------|------------------------|
|                                   | <u>Investments</u> | <u>Bolid Costs</u>     |
| Sewer Fund: Equity in Pooled Cash | 524,512            |                        |
| Water Fund: Equity in Pooled Cash | 313,558            |                        |
| Deferred Bond Costs               |                    | \$108,216              |
| Total                             | \$ <u>838,070</u>  | \$ <u>108,216</u>      |

### **NOTE 12- DEFINED BENEFIT PENSION PLANS**

### A. Public Employees Retirement System of Ohio

All full-time employees, other than non-administrative full-time police officers and firefighters, participate in the Public Employees Retirement System of Ohio (PERS), a cost-sharing multiple-employer public employee retirement system administered by the Public Employees Retirement Board. PERS provides basic retirement and disability benefits, annual cost of living adjustments, and death benefits to plan members and beneficiaries. Benefits are established by Chapter 145 of the Ohio Revised Code. PERS issues a stand-alone financial report which may be obtained by writing to the Public Employees Retirement System, 277 East Town Street, Columbus, Ohio 43215-4642

Plan members are required to contribute 8.5 percent of their annual covered salary to fund pension obligations. For calendar year 2000, PERS instituted a temporary employer rate rollback for state and local governments. The 2000 employer pension contribution rate for the City was 6.54 percent of covered payroll, however, in 2001, this rate increased to 13.55% Contributions are authorized by State statute. The contribution rates are determined actuarially. The City's required contributions to PERS for the years ended December 31, 2001, 2000, and 1999 were \$430,539, \$338,521, and \$390,268, respectively. The full amount has been contributed for 2000 and 1999. 74 percent has been contributed for 2001 with the remainder being reported as a liability in the appropriate funds.

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

The City contributes to the Ohio Police and Fire Pension Fund (OP&F), a cost-sharing multiple employer public employee retirement system administered by the OP&F's Board of Trustees. OP&F provides retirement and disability benefits, annual cost-of-living adjustments, and death benefits to plan members and beneficiaries. Benefit provisions are established by the Ohio State Legislature and by Chapter 742 of the Ohio Revised Code. OP&F issues a publicly available financial report that includes financial information and required supplementary information. That report may be obtained by writing to the Ohio Police and Fire Pension Fund, 140 East Town Street, Columbus, Ohio 43215-5164.

### NOTE 12 – DEFINED BENEFIT PENSION PLANS (CONTINUED)

Plan members are required to contribute 10 percent of their annual salary to fund pension obligations and the City is required to contribute 19.50 percent and 24 percent respectively for police officers and firefighters. The City's contributions to the plan for the years ending December 31, 2001, 2000, and 1999 were \$414,139, \$405,985, and \$363,617 respectively. The full amount has been contributed for 2000 and 1999. 73 percent has been contributed for 2001 with the remainder being reported as a liability in the general long-term debt account group.

#### **NOTE 13 – POSTEMPLOYMENT BENEFITS**

### A. Public Employees Retirement System

The Public Employees Retirement System of Ohio (PERS) provides postretirement 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 the retirement system is considered an Other Postemployment Benefit as described in GASB Statement No. 12. A portion of each employer's contribution to PERS is set aside for the funding of postretirement health care based on authority granted by State statute. The 2001 employer contribution rate was 13.55 percent, of which 4.3 percent was used to fund health care for 2001. The City's actual contributions for 2001 which were used to fund post-employment benefits were \$136,610.

Benefits are advance-funded using the entry age normal cost method. Significant actuarial assumptions, based on PERS's latest actuarial review performed as of December 31, 2000, the latest information available, include a rate of return on investments of 7.75 percent, an annual increase in active employee total payroll of 4.75 percent compounded annually (assuming no change in the number of active employees) and an additional increase in total payroll of between .54 and 5.1 percent based on additional pay increases. Health care premiums were assumed to increase 4.75 percent annually.

All investments are carried at market. For actuarial valuation purposes, a smoothed market approach is used. Assets are adjusted to reflect 25 percent of unrealized market appreciation or depreciation on investment assets.

The number of active contributing participants was 411,076 as of December 31, 2000, the date the latest actuarial review was performed. The actual contribution and the actuarially required contribution amounts are the same. PERS's net assets available for payment of benefits at December 31, 2000, (the latest information available) were \$11,735.9 million. The actuarially accrued liability and the unfunded actuarial accrued liability were \$14,364.6 million and \$2,628.7 million, respectively.

For 2001, PERS elected to return to an actuarially pre-funded type of disclosure because it is a better presentation of PERS's actual funding methodology. Since 1997, disclosures had been based on a pay-as-you-go funding basis.

### NOTE 13 – POST EMPLOYMENT BENEFITS (CONTINUED)

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

The Ohio Police and Fire Pension Fund (OP&F) provides postretirement 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 id 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 retirement system is considered an Other Postemployment Benefit (OPEB) as described in GASB Statement No. 12. The Ohio Revised Code provides the authority allowing the Ohio Police and Fire Pension Fund's board of trustees to provide health care coverage and states that health care costs paid from the Ohio Police and Fire Pension Fund shall be included in the employer's contribution rate. Health care funding and accounting is on a pay-as-you-go basis. The total police employer contribution is 19.5 percent of covered payroll and the total firefighter employer contribution rate is 24 percent of covered payroll, of which 7.5 percent of covered payroll was applied to the postemployment health care program during 2001. For 2000, the percent used to fund healthcare was 7.25 percent. 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 City's actual contributions for 2001 that were used to fund postmeployment benefits were \$77,564 for police and \$65,108 for fire. The OP&F's total health care expenses for the year ended December 31, 2000, (the latest information available) were \$106,160,054, which was net of member contributions of \$5,657,431. The number of OP&F participants eligible to receive health care benefits as of December 31, 2000, was 12,853 for police and 10,037 for fire.

### **NOTE 14 - EMPLOYEE BENEFITS**

The City accrues unpaid vacation as it is earned and certain portions of sick leave as payment becomes probable. Sick leave accumulates at the rate of 4.6 hours of sick leave for 80 hours of work completed. Sick leave is accumulated and may be converted into cash upon retirement with ten years of service at the rate of thirty-three percent for all employees. Individuals leaving employment of the City prior to retirement or at retirement with less than three years of service lose their accumulated unpaid vested leave. At December 31, 2001, the maximum liability to the City for accumulated unpaid vested sick leave was \$514,549. A liability of \$398,026 has been recognized in the general long-term debt account group, \$8,260 in the General Fund, and \$108,263 has been recognized in the Enterprise Funds for sick leave for employees who have ten years of service.

A liability for accrued vacation, compensatory accumulated and bonus accumulation for \$466,848 has been recognized. A liability of \$367,977 has been recognized in the general long-term debt account group, \$2,860 in the General Fund, and \$96,011 in the Enterprise Funds. Vacation is accumulated based upon length of service as follows:

| Employee                                | Hours Earned (Bi-weekly)  |
|---|---------------------------|
| Police I Supervisors I Office Personnel |                           |
| 1 year                                  | 1.6 hours                 |
| 2 through 4 years                       | 3.1 hours                 |
| 5 through 10 years                      | 4.6 hours                 |
| 11 through 16 years                     | 6.2 hours                 |
| 17 years and above                      | 7.7 hours                 |
| Park Department                         |                           |
| 1 through 4 years                       | 3.1 hours                 |
| 5 through 11 years                      | 4.6 hours                 |
| 12 through 19 years                     | 6.2 hours                 |
| 20 years and above                      | 7.7 hours                 |
| Service Department                      |                           |
| 1 through 5 years                       | 3.1 hours                 |
| 6 through 12 years                      | 4.6 hours                 |
| 13 through 20 years                     | 6.2 hours                 |
| 20 years and above                      | 7.7 hours                 |
| Municipal Court                         |                           |
| 1 through 4 years                       | 3. 0 hours                |
| 5 through 10 years                      | 4.4 hours                 |
| 11 through 16 years                     | 6.0 hours                 |
| 17 years and above                      | 7.4 hours                 |
| Fire Department                         | Time Off—Tours (24 hours) |
| 0 through 1 year                        | 2 tours                   |
| 2 through 4 years                       | 5 tours                   |
| 5 through 10 years                      | 7 tours                   |
| 11 through l6years                      | 10 tours                  |
| Over 17 years                           | 12 tours                  |

### **NOTE 14 - EMPLOYEE BENEFITS (continued)**

No more than the amount of three years entitlement of vacation can be carried forward into the next calendar year unless the employee is unable to use his vacation due to the operational needs of the Employer. In the case of death, termination, or retirement, an employee (or his estate) is paid for the unused vacation up to a maximum of the three-years entitlements accrual. The entire liability as determined by the above policy is recognized for each fund.

### **NOTE 15 - SELF INSURANCE**

During 1984 the City decided not to purchase commercial insurance for hospitalization, dental, vision, prescription, and medical benefits for losses suffered by its employees. Instead, City management believes it is more economical to manage its benefits internally and set aside assets for claim settlement in its internal service fund, the Self Insurance Fund. This fund services all claims for risk of loss to which the employees are exposed. Under this program, the Fund provides coverage for up to a maximum of \$25,000 for each claim. The City has purchased commercial insurance for claims in excess of these amounts.

All funds of the City participate in the program and make payments to the Self Insurance Fund based on historical data of amounts needed to pay prior and current-year claims. There has been no reduction in coverage from the prior year.

The claims liability of \$66,590 reported in the Fund at December 31, 2001, is based on the requirements of Governmental Accounting Standards Board Statement No. 10, which requires that a liability for claims be reported if information is obtained prior to the issuance of the financial statements and the amount of the loss can be reasonably estimated. In the past, the City has purchased contracts from commercial insurers to satisfy liabilities and was on the cash basis of accounting; accordingly, no liability was reported for those claims. Changes in the Fund's claims liability amount for 2001 are as follows:

|      | Beginning<br>Of Year<br><u>Liability</u> | Current<br>Year<br><u>Claims</u> | Claim<br><u>Payments</u> | End<br>Of Year<br><u>Liability</u> |
|------|--|----------------------------------|--------------------------|------------------------------------|
| 2000 | 42,382                                   | 735,175                          | (726,704)                | 50,853                             |
| 2001 | 50,853                                   | 807,446                          | (791,709)                | 66,590                             |

### **NOTE 16 - INSURANCE**

The City maintains comprehensive insurance coverage with private carriers for real property, building contents and vehicles. Vehicle policies include liability coverage for bodily injury and property damage. Real property and contents are 100% insured with a \$1,000 deductible.

### **NOTE 17 – CONTINGENT LIABILITIES**

The City is a defendant in several lawsuits, the outcome of which cannot be determined. It is the opinion of the City's Law Director that any judgment against the City would not have a material adverse effect on the City's financial position.

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

### **NOTE 18 - CONDUIT DEBT OBLIGATIONS**

The City has issued Hospital Facilities Revenue and Refunding Bonds and a Master Equipment Lease-Purchase and Sublease-Purchase agreement for financing the acquisition, construction and installation of certain Hospital Facilities and for the acquisition of equipment for the Mary Rutan Health Association of Logan County. The debt is secured by the property financed and are payable solely from payments received on the underlying mortgage loans. Upon repayment of the debt, ownership of the acquired facilities transfers to the Mary Rutan Health Association of Logan County the entity served by the debt issuance. Neither the City, the State, nor any political subdivision thereof is obligated in any manner for repayment of the debt. Accordingly, the debt is not reported as liabilities in the accompanying financial statements. The original issuance for the Revenue Bonds in 1993 was \$13,745,000 and the total Lease-purchase and Sublease-purchase was \$2,955,000. As of December 31, 2001, the Revenue Bonds and the Lease Purchase and Sublease-Purchases outstanding were \$7,430,000 and \$2,549,000 respectively.

### NOTE 19 - DEFICIT FUND BALANCE

The Internal Service Fund has a deficit of \$4,398 because of the application of U.S. generally accepted accounting principles and the required accrual of claims payable as of December 31, 2001.

### NOTE 20 – PRIOR PERIOD ADJUSTMENTS

Certain misstatements in the prior year financial statements resulted in the following changes to the beginning fund equity/retained earnings:

|                    | Special Revenue       | Capital Projects       | <b>Enterprise</b>       |
|--------------------|-----------------------|------------------------|-------------------------|
| As stated 12/31/00 | \$1,157,811           | \$6,040,330            | \$9,961,828             |
| Adjustment:        | <u>7,299</u> <b>a</b> | <u>28,240</u> <b>b</b> | <u>211,259</u> <b>c</b> |
| As restated 1/1/01 | \$1,165,110           | \$6,068,570            | 10,173,087              |

- a) Net increase in fund equity of \$7,299 attributed to a combination of adding previously unrecorded notes receivable to fund 260 and reducing previously recorded notes receivable in fund 263 by \$12,761 and (5,462) respectively.
- **b)** Increase in fund equity of \$28,240 attributed to adding previously unrecorded accounts receivable to fund 475.
- c) Increase in retained earnings of \$211,259 attributed to a combination of adding previously unrecorded accounts receivable and adjusting previously recorded accumulated depreciation amounts by \$189,165 and \$22,094 respectively.

### **NOTE 21 – CHANGE IN ACCOUNTING PRINCIPLES**

In fiscal year 2001, the City has implemented Governmental Accounting Standards Board (GASB) Statement No. 33, "Accounting and Financial Reporting for Nonexchange Transactions" and Statement No. 36, "Recipient Reporting for Certain Shared Nonexchange Revenues". These statements establish accounting and financial reporting standards for nonexchange transactions involving financial or capital resources. The timing for the recognition of assets, liabilities, and expenditures/expenses resulting from nonexchange transactions will be the same whether the accrual or the modified accrual basis of accounting is required. However, for the revenue recognition to occur on the modified accrual basis, the criteria established for accrual basis revenue recognition must be met and the revenues must be available. The provisions of GASB Statement No. 33 also require that capital contributions to proprietary funds be recognized as revenues beginning in 2001. For the City, the implementation of these statements had no effect on fund balances/retained earnings as previously reported for the year ended December 31, 2000.

### CITY OF BELLEFONTAINE Schedule of Federal Awards Expenditures For the Year Ended December 31, 2001

| Federal Grantor/Pass Through Grantor Number/Program Title                                       | Pass Through<br>Entity Number | CFDA<br>Number   | Federal Federal Receipts Expenditures                          |
|---|-------------------------------|------------------|--|
| U.S. Department of Transportation Passed through Ohio Department of Transportation              |                               |                  |  |
| Federal Aviation Grant Total Federal Aviation Grant   | AIP-1-39-0125-0300            | 20.106           | \$ <u>2,935,759</u> \$ <u>4,515,303</u><br>2,935,759 4,515,303 |
| Total U.S. Department of Transportation   |                               |                  | 2,935,759 4,515,303  |
| U.S. Department of Housing and Urban Development Passed Through Ohio Department of Development: |                               |                  |  |
| CHIP Grant - CDBG FY 99 Formula Grant Total CHIP - CDBG / Formula                               | AC-00-0931<br>AC-99-0931      | 14.228<br>14.228 | 134,951 105,009<br>0 595<br>134,951 105,604                    |
| CHIP Grant - HOME<br>Total CHIP - HOME  | AC-00-0932                    | 14.239           | 136,556     93,913       136,556     93,913                    |
| Total U.S. Department of Housing and Urban Development  |                               |                  | 271,507 199,517  |
| TOTAL FEDERAL ASSISTANCE  |                               |                  | \$ 3,207,266 \$ 4,714,820                                      |

### City of Bellefontaine Notes to the Schedule of Federal Awards Expenditures For the Year Ended December 31, 2001

### 1. Significant Accounting Policies

The accompanying schedule of federal awards expenditures is a summary of the activity of the City's federal award programs. The schedule has been prepared on the cash basis of accounting.

### Charles E. Harris & Associates, Inc.

Certified Public Accountants

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### REPORT ON COMPLIANCE AND ON INTERNAL CONTROL OVER FINANCIAL REPORTING BASED ON AN AUDIT OF FINANCIAL STATEMENTS PERFORMED IN ACCORDANCE WITH <u>GOVERNMENT AUDITING STANDARDS</u>

The Honorable Mayor and Members of City Council City of Bellefontaine Bellefontaine. Ohio

We have audited the general purpose financial statement of the City of Bellefontaine as and for the year ended December 31, 2001, and have issued our report thereon dated July 31, 2002, wherein we noted the City implemented Governmental Accounting Standards Board Statements number 33 and 36. 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 general purpose 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 certain immaterial instances of noncompliance that we have reported to management in a separate letter dated July 31, 2002.

#### **Internal Controls 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 general purpose financial statement 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 general purpose financial statement 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 we have reported to management of the City in a separate letter dated July 31, 2002.

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

Charles E. Harris & Associates, Inc. July 31, 2002

### Charles E. Harris & Associates, Inc.

Certified Public Accountants

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### REPORT ON COMPLIANCE WITH REQUIREMENTS APPLICABLE TO EACH MAJOR PROGRAM AND INTERNAL CONTROL OVER COMPLIANCE IN ACCORDANCE WITH OMB CIRCULAR A-133

The Honorable Mayor and Members of City Council City of Bellefontaine Bellefontaine, Ohio

#### Compliance

We have audited the compliance of the City of Bellefontaine with the types of compliance requirements described in *U.S. Office of Management and Budget (OMB) Circular A-133 Compliance Supplement* that are applicable to its major federal programs for the year ended December 31, 2001. The City's major federal programs are identified in the summary of auditor's results section of the accompanying schedule of findings and questioned costs. Compliance with the requirements of laws, regulations, contracts and grants applicable to its major federal programs are the responsibility of the City's management. Our responsibility is to express an opinion on the City's compliance based on our audit.

We conducted our audit of compliance in accordance with auditing standards generally accepted in the United States of America; the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States; and OMB Circular A-133, *Audits of States, Local Governments, and Non-Profit Organizations*. Those standards and OMB Circular A-133 require that we plan and perform the audit to obtain reasonable assurance about whether noncompliance with the types of compliance requirements referred to above that could have a direct and material effect on a major program occurred. An audit includes examining, on a test basis, evidence about the City's compliance with those requirements and performing such other procedures as we considered necessary in the circumstances. We believe that our audit provides a reasonable basis for our opinion. Our audit does not provide a legal determination on the City's compliance with those requirements.

In our opinion, the City complied, in all material respects, with the requirements referred to above that are applicable to its major federal programs for the year ended December 31, 2001.

### **Internal Control Over Compliance**

The management of the City is responsible for establishing and maintaining effective internal control over compliance with requirements of laws, regulations, contracts and grants applicable to federal programs. In planning and performing our audit, we considered the City's internal control over compliance with requirements that could have a direct and material effect on a major federal program in order to determine our auditing procedures for the purpose of expressing our opinion on compliance and to test and report on internal control over compliance in accordance with *OMB Circular A-133*.

Our consideration of the internal control over compliance would not necessarily disclose all matters in the internal control 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 noncompliance with applicable requirements of laws, regulations, contracts and grants that would be material in relation to a major federal program 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 compliance and its operation that we consider to be material weaknesses.

This report is intended solely for the information and use of management, the Members of Council, federal awarding agencies and pass-through entities, and is not intended to be and should not be used by anyone other than these specified parties.

Charles E. Harris & Associates, Inc. July 31, 2002

### SCHEDULE OF FINDINGS AND QUESTIONED COSTS OMB CIRCULAR A-133 SECTION .505

### CITY OF BELLEFONTAINE LOGAN COUNTY December 31, 2001

### 1. SUMMARY OF AUDITOR'S RESULTS

|              | T  | I  |
|--------------|--|--|
| (d)(1)(i)    | Type of Financial Statement Opinion  | Unqualified  |
| (d)(1)(ii)   | Were there any material control weakness conditions reported at the financial statement level (GAGAS)?         | No   |
| (d)(1)(ii)   | Were there any other reportable control weakness conditions reported at the financial statement level (GAGAS)? | No   |
| (d)(1)(iii)  | Was there any reported material non-compliance at the financial statement level (GAGAS)?                       | No   |
| (d)(1)(iv)   | Were there any material internal control weakness conditions reported for major federal programs?              | No   |
| (d)(1)(iv)   | Were there any other reportable internal control weakness conditions reported for major federal programs?      | No   |
| (d)(1)(v)    | Type of Major Programs'<br>Compliance Opinion  | Unqualified  |
| (d)(1)(vi)   | Are there any reportable findings under Section .510   | No   |
| (d)(1)(vii)  | Major Programs:  | Federal Aviation Grant CFDA # 20.106<br>CHIP Grant CFDA # 14.228 |
| (d)(1)(viii) | Dollar Threshold: Type A\B<br>Programs   | Type A: > \$300,000 Type B: all others                           |
| (d)(1)(ix)   | Low Risk Auditee?  | No   |

### SCHEDULE OF FINDINGS AND QUESTIONED COSTS - (continued) OMB CIRCULAR A-133 SECTION .505

### CITY OF BELLEFONTAINE LOGAN COUNTY December 31, 2001

### 2. FINDINGS RELATED TO THE FINANCIAL STATEMENTS REQUIRED TO BE REPORTED IN ACCORDANCE WITH GAGAS

| None. |  |  |  |
|-------|--|--|--|

3. FINDINGS AND QUESTIONED COSTS FOR FEDERAL AWARDS

None.

### STATUS OF PRIOR YEAR CITATIONS AND RECOMMENDATIONS

The prior audit report, for the period ending December 31, 2000, did not include material citations or recommendations.



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### **CITY OF BELLEFONTAINE**

### **LOGAN 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.

**CLERK OF THE BUREAU** 

Susan Babbitt

CERTIFIED SEPTEMBER 5, 2002