## **CITY OF NORTHWOOD, OHIO**

## AUDIT REPORT

## FOR THE YEAR ENDED DECEMBER 31, 2001

88 East Broad Street Columbus, Ohio 43215

Telephone 614-466-4514 800-282-0370

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



STATE OF OHIO OFFICE OF THE AUDITOR

JIM PETRO, AUDITOR OF STATE

Honorable Mayor, City Manager, and Members of City Council City of Northwood 6000 Wales Road Northwood, Ohio 43619-1480

We have reviewed the Independent Auditor's Report of the City of Northwood, Wood County, prepared by James G. Zupka, CPA, 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 Northwood is responsible for compliance with these laws and regulations.

JIM PETRO Auditor of State

July 8, 2002

This Page is Intentionally Left Blank.

#### CITY OF NORTHWOOD, OHIO AUDIT REPORT FOR THE YEAR ENDED DECEMBER 31, 2001

#### TABLE OF CONTENTS

P	A	C	θĒ	i

Report on Compliance and Internal Control Over Financial	
Reporting Based on an Audit of Financial Statements	
Performed in Accordance with Government Auditing Standards	1-2
Status of Prior Citations and Recommendations	3

This Page is Intentionally Left Blank.

#### JAMES G. ZUPKA, C.P.A., INC.

Certified Public Accountants 5240 East 98<sup>th</sup> Street Garfield Hts., Ohio 44125

Member American Institute of Certified Public Accountants

(216) 475 - 6136

Ohio Society of Certified Public Accountants

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

Honorable Mayor, Finance Director, and Members of Council City of Northwood, Ohio

We have audited the general purpose financial statements of the City of Northwood, Ohio (the City), as of and for the year ended December 31, 2001, and have issued our report thereon dated May 16, 2002. 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 <u>Government Auditing Standards</u>, issued by the Comptroller General of the United States.

#### **Compliance**

As part of obtaining reasonable assurance about whether the City's financial statements are free of material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts and grants, noncompliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit and, accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance that are required to be reported under <u>Government Auditing Standards</u>. However, we noted certain immaterial instances of noncompliance that we have reported to the management of the City of Northwood, Ohio, in a separate letter dated May 16, 2002.

#### **Internal Control Over Financial Reporting**

In planning and performing our audit, we considered the City's internal control over financial reporting in order to determine our auditing procedures for the purpose of expressing our opinion on the financial statements and not provide assurance on the internal control over financial reporting. Our consideration of the internal control over financial reporting would not necessarily disclose all matters in the internal control over financial reporting that might be material weaknesses.

A material weakness is a condition in which the design or operation of one or more of the internal control components does not reduce to a relatively low level the risk that misstatements in amounts that would be material in relation to the financial statements being audited may occur and not be detected within a timely period by employees in the normal course of performing their assigned functions. We noted no matters involving the internal control over financial reporting and its operation that we consider to be material weaknesses. However, we noted other matters involving the internal control over financial reporting which we have reported to the management of the City of Northwood, Ohio in a separate letter dated May 16, 2002.

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

May 16, 2002

James G. Zupka Certified Public Accountant This Page is Intentionally Left Blank.

#### CITY OF NORTHWOOD, OHIO STATUS OF PRIOR CITATIONS AND RECOMMENDATIONS FOR THE YEAR ENDED DECEMBER 31, 2001

The prior audit report, as of December 31, 2000, included no citations. Management letter recommendations have been corrected, repeated, or procedures instituted to prevent occurrences in this audit period.

## THE CITY OF NORTHWOOD, OHIO

WOOD COUNTY



COMPREHENSIVE ANNUAL FINANCIAL REPORT

FOR THE YEAR ENDED DECEMBER 31, 2001 This Page is Intentionally Left Blank.

## THE CITY OF NORTHWOOD, OHIO

#### WOOD COUNTY

COMPREHENSIVE ANNUAL FINANCIAL REPORT

> FOR THE YEAR ENDED DECEMBER 31, 2001

> > Prepared by: **Department of Finance**

> > > Toby A. Schroyer Director

This Page is Intentionally Left Blank.

## TABLE OF CONTENTS

### CITY OF NORTHWOOD, OHIO WOOD COUNTY

I INT	FRODUCT	ORY SECTION	
	Α	Letter of Transmittal	v
	В	Principal Officials	xix
	С	City Organizational Chart	XX
	D	Certificate of Achievement for Excellence in Financial Reporting	xxi
II F	'INANCIA	L SECTION	
	Α	INDEPENDENT AUDITOR'S REPORT	1
	В	GENERAL PURPOSE FINANCIAL STATEMENTS	
		Combined Financial Statements - Overview	
		Combined Balance Sheet All Fund Types and Account Groups	4
		Combined Statement of Revenues, Expenditures and Changes in Fund Balances All Governmental Fund Types	7
		Combined Statement of Revenues, Expenditures and Changes in Fund Balances Budget and Actual (Non-GAAP Budgetary Basis) All Governmental Fund Types	8
		Notes to the General Purpose Financial Statements	10
	C	COMBINING AND INDIVIDUAL FUND AND ACCOUNT GROUP STATEMENTS AND SCHEDULES	
		General Fund	
		Schedule of Revenues, Expenditures and Changes in Fund Balance Budget and Actual (Non-GAAP Budgetary Basis)	32

С

COMBINING AND INDIVIDUAL FUND AND ACCOUNT GRO STATEMENTS AND SCHEDULES	OUP (Continued)	
Special Revenue Funds		
Combining Balance Sheet	42	
Combining Statement of Revenues, Expenditures and Changes in Fund Balances	44	
Schedule of Revenues, Expenditures and Changes in Fund Bal Budget and Actual (Non-GAAP Budgetary Basis)	ances	
Street Maintenance and Repair Fund	46	
Motor Vehicle License Tax Fund	48	
State Highway Improvement Fund	49	1
Northwood Waste/Environmental Fund	50	1
Drug Fine Fund	51	
Special Law Enforcement Fund	52	,
Enforcement and Education Fund	53	
Computerized Research Fund	54	
Water Fund	55	
Sanitary Sewer Operation, Maintenance and Repair Fund	56	
Keep Northwood Beautiful Fund	57	
Capital Projects Funds		
Combining Balance Sheet	60	1
Combining Statement of Revenues, Expenditures and Changes in Fund Balances	62	
Schedule of Revenues, Expenditures and Changes in Fund Bal Budget and Actual (Non-GAAP Budgetary Basis)	ances	
Capital Improvement Municipal Tax Fund	64	
Recreation Parks Combined Fund	65	
Wales Road West Construction Fund	66	
Issue II Fund	67	
Capital Replacement Fund	68	,

#### C COMBINING AND INDIVIDUAL FUND AND ACCOUNT GROUP STATEMENTS AND SCHEDULES (Continued)

#### **Fiduciary Funds**

Statement of Changes in Assets and Liabilities - Agency Fund	70
General Fixed Assets Account Group	
Schedule of General Fixed Assets by Source	72
Schedule of General Fixed Assets by Category	73
Schedule of Changes in General Fixed Assets by Function and Activity	74



### STATISTICAL SECTION

General Governmental Expenditures by Function - Last Ten Years	76
General Governmental Revenues By Source - Last Ten Years	77
Property Tax Levies and Collections - Last Ten Years	78
Tangible Tax Collected - Last Ten Years	79
Assessed Valuations and Estimated True Values of Taxable Property - Last Ten Years	80
Property Tax Rates - Direct and Overlapping Governments - Last Ten Years	81
Special Assessment Billings and Collections - Last Ten Years	82
Computation of Legal Debt Margin	83
Ratio of Net General Obligation Debt to Assessed Value and Net General Obligation Bonded Debt Per Capita - Last Ten Years	84
Ratio of Annual Debt Service Expenditures for General Obligation Bonded Debt to Total General Governmental Expenditures - Last Ten Years	85
Computation of All Direct and Overlapping Governmental Debt	86
Demographic Statistics - Last Ten Years	87
Property Value and Construction Permits - Last Ten Years	88
Principal Taxpayers (Personal Property Tax)	89
Principal Taxpayers (Real Property and Public Utility Personal Property Tax)	90
Principal Taxpayers (Income Tax)	91
Principal Employers	92
Miscellaneous Statistics	93



# **I**NTRODUCTORY SECTION

This Page is Intentionally Left Blank.



# City of Northwood, Ohio

6000 Wales Road Northwood, Ohio 43619 Phone (419) 693-9328 Fax (419) 693-6705

May 16, 2002

To the Honorable Mayor, Members of City Council and All Citizens of the City of Northwood, Ohio:

I am pleased to present the forth Comprehensive Annual Financial Report for the City of Northwood; Ohio for the fiscal year ended December 31, 2001. The report has been prepared in conformity with generally accepted accounting principles (GAAP) and guidelines recommended by the Government Finance Officers Association of the United States and Canada (GFOA).

#### **INTRODUCTION**

While there is no legal requirement for the preparation of this report, it represents a commitment by the City of Northwood (the "City") to conform to nationally recognized standards of excellence in financial reporting. Responsibility for both the accuracy of the presented data and the completeness of the presentation, including all disclosures, rests with the City. I believe the enclosed data, as presented, is accurate in all material respects and includes all disclosures necessary to enable the reader to gain an understanding of the City's financial activity.

This Comprehensive Annual Financial Report (CAFR) is designed to assist and guide the reader in understanding its contents. The report is comprised of three major sections:

<u>The Introductory Section</u> includes this letter of transmittal, which presents the City's organization, operational structure and accomplishments; a list of principal officials; and an organizational chart.

<u>The Financial Section</u> contains the City's general purpose financial statements and explanatory notes thereto; the combining and individual fund and account group financial statements and schedules; and the Independent Auditor's Report.

<u>The Statistical Section</u> presents social, economic and historical data in a multi-year format which can be used to identify financial trends and data relative to the fiscal capacity of the City.

#### The Reporting Entity

The accompanying general purpose financial statements comply with the provisions of Governmental Accounting Standards Board (GASB) Statement No. 14, "*The Financial Reporting Entity*," in that the financial statements include all the organizations, activities, functions and component units for which the City (the reporting entity) is financially accountable. Financial accountability is defined as the appointment of a voting majority of the component unit's board, and either (1) the City's ability to impose its will over the component unit, or (2) the possibility that the component unit will provide a financial benefit to or impose a financial burden on the City.

Based on the foregoing, the reporting entity of the City has no component units but includes all funds, account groups, agencies, boards and commissions that are part of the primary government. The following services are provided by the City as authorized by its Charter: police and fire protection, emergency medical services, parks and recreation, planning and zoning, street maintenance and other governmental services. The City currently purchases water and wastewater treatment services from the City of Toledo and the Wood County Regional Water and Sewer District.

#### Early History

In 1846, John Mossler built a log cabin on the east side of Plank Road, later named Goss Road and now called East Broadway. This road was made of logs, smoothed on one side by an adz and the curved side sunk into mud. The road was maintained with dirt and stone. There were no school boundary lines and children could attend any place of learning that was desirable.

In 1896 Edward Ross Ford purchased property along the Maumee River. In 1898, Mr. Ford built the Edward Ford Plate Glass Factory, which is now situated in the City of Rossford. He also built rows of homes for his employees because of a lack of transportation. At that time the people did not want to be part of Perrysburg and Lake Townships so they petitioned the Wood County Commissioners and the State of Ohio to establish a new township. Ross Township was formed, bound by the Maumee River on the West, Lucas County on the North, Ottawa County on the East and Lake and Perrysburg Townships on the South. The Village of Northwood was incorporated at a special election on August 7, 1962 and comprises all of Ross Township. Northwood acquired its name by residents submitting suggestions. Larry Brough, editor of the Rossford Township News, said it was located in the "Northern" most part of "Wood" County, hence, the name "Northwood" was selected. The Village of Northwood became a City on January 1, 1982 as designated by the State of Ohio after the voters passed the Charter of the City of Northwood on November 3, 1981.

#### Location

Located in northern Wood County, Northwood occupies approximately eight square miles and is bounded by Rossford on the West, Lucas County (Oregon and Toledo) on the North, Ottawa County on the East and Lake and Perrysburg Townships on the South. Three highways pass through the City including State Route 51 (locally known as Woodville Road) and Interstates 280 and 75. I-280 connects with the Ohio Turnpike six miles south of the City, while I-75 joins I-80/90 three miles south of Northwood. The City is also served by Conrail and the CSX Transportation railroads as well as the Toledo Express Airport located 20 miles west and Metcalf Field 3 miles south, providing lighted and paved runways for private aircraft.

#### Form of Government

The City of Northwood is a home-rule municipal corporation created under the laws of the State of Ohio operating under its own Charter. The current charter, which was adopted in 1981 and became effective in 1982, provides for a Council/Mayor form of government. The current charter was amended in 1993, 1995 and 1997.

Legislative authority is vested in a seven member City Council. Four members are elected atlarge to four-year terms and the other three members are also elected at-large to staggered four year terms, with each term of office beginning January 1<sup>st</sup>, following the November election. The Council sets compensation of City Officials and employees, enacts ordinances and resolutions relating to City services and tax levies, appropriating and borrowing funds, licensing and regulating business and trades as well as other municipal purposes. The presiding officer is the Mayor who has no vote unless there is a tie in the votes cast by the members of City Council. The Charter establishes certain administrative departments and the City Council may establish various divisions of those departments.

The City's chief executive officer is the Mayor. The Mayor appoints, subject to the approval of City Council, the City Administrator and all Directors of the City's departments. The City Administrator serves as the Chief Administrative Officer and may appoint or remove subordinate officers or employees of the City under the direct supervision of the Mayor.

The City Clerk is appointed by City Council. The City Treasurer's role is assumed by the Finance Director, who is appointed by the Mayor and confirmed by City Council.

#### **City Services**

#### Police:

The Northwood Police Department is a full-time department with an authorized strength of 21 sworn full-time positions. Current staffing includes the Chief, 6 sergeants, 14 patrol officers, a secretary, a part-time animal control officer, and 3 seasonal school-crossing guards. The City has received three COPS Grants since 1997. These Grants provide partial funding, up to a three-year maximum of \$450,000, for 6 officers. As of the date of this letter, 6 new officers have been hired with these additional funds. The City also receives partial funding for GREAT, DARE, and Third Grade Safety Belt programs.

The department includes dispatching services for both police and fire and is staffed by 6 full-time dispatchers.

The Northwood Police Department serves the community in many different capacities. The police are involved in the protection of life and property, law enforcement and community education. Community service programs include D.A.R.E. (Drug Abuse Resistance Education), G.R.E.A.T. (Gang Resistance Education and Training), a Block Watch program, H.A.T. (Halt Auto Theft) program, Wood County Youth Violence Prevention, Wood County Domestic Violence Task Force, the Ohio Public Safety Department's Third Grade Safety Belt Program, the Safe Kid's Coalition for Wood County, A.L.E.I.A. (Area Law Enforcement Investigators Association), M.A.G.L.O.C.L.E.N. (Mid Atlantic Great Lakes Organized Crime Law Enforcement Network) and Bike Patrol. The department also administers the "Are you O.K.?" program that allows the department to telephone residents, mainly senior citizens and other homebound individuals, for a safety check on a daily basis.

#### Fire:

The City maintains a paid on-call fire and emergency medical services operation. The Fire Chief is a full-time position with two part-time district chiefs appointed by City Council from the ranks of the 41-member fire department. The department provides Fire Suppression, Fire Prevention and Inspection and EMS services to the City of Northwood and its residents. The equipment includes 3 ambulance units, 3 class-A pumpers, 2 mini pumpers, a paramedic unit, a 50ft. telesquirt, and 2 cruiser-type vehicles. Northwood has a Class 5 ISO rating.

#### Parks and Recreation:

The City owns three major parks. Nature Trails Park located on Curtice Road features a one mile walking or jogging trail that is partially wooded. Brentwood Park, located on Brentwood Road, features a shelterhouse, tennis courts, picnic facilities and playground equipment. Central Park, located on Wales Road, features a shelterhouse, picnic facilities, baseball diamonds, tennis courts and playground equipment. The City also has a Community Room within the Municipal Complex. Residents can rent the shelters and Community Room for various functions.

The City provides a Summer T-Ball, Softball and Baseball Recreation Program for boys and girls ages 6 to 16. The City contracts with the YMCA for a Residents Summer Swim Program and Senior Aquanastics Program.

#### Public Works:

The Public Works Department maintains the 41 miles of streets in the City. The department's functions include repairs to City streets as well as cleaning and snow removal. Weekly refuse collection is provided through a contract with Waste Management, one of Northwood's largest employers. The Street Department provides a brush pick up service to the residents as well as a fall leaf collection and a Christmas tree recycling/mulching program. Tree maintenance and new tree plantings are planned each year.

#### Water and Wastewater:

The City of Northwood has separate water and wastewater services. The western portion of the City is served by water treated by the City of Toledo and purchased by the City of Northwood. The water is delivered through the distribution system owned and maintained by the City of Northwood. Wastewater treatment is provided by the City of Toledo on a contractual basis for this portion of the City. The eastern portion of the City is served by water treated by the City of Oregon and purchased through the Wood County Water and Sewer District. The Wood County Water & Sewer District provides wastewater services.

#### **Basis of Accounting**

Except for that used for budgetary purposes, the basis of accounting utilized by the City is in conformity with generally accepted accounting principles (GAAP) applicable to governmental units and is consistent with GASB Codified Section 1600, "Basis of Accounting." All governmental funds are accounted for using current financial resources (current assets and current liabilities) measurement focus. The modified accrual basis of accounting is utilized for governmental funds. Revenues are recognized when they are susceptible to accrual, both measurable and available. Expenditures are recognized when the related liability is incurred, except for interest on long-term debt which is recorded when due.

The City's basis of accounting for budgetary purposes differs from generally accepted accounting principles in that revenues are recognized when received, rather than when susceptible to accrual (measurable and available) and encumbrances are recorded as expenditures rather than as reservation of fund balances. A reconciliation of the results of these two methods appears in Note 1. During 2001, all accounting policies were applied consistently with those of 2000. Accounting policies are further explained in Note 1.

#### **Economic Outlook**

The cities of Northwood and Rossford, along with private property owners, the Wood County Economic Development Commission, the Toledo Area Growth Partnership and others have a cooperative development effort to market approximately 500 acres of property located adjacent to Interstate 75. The project site, known as Access Pointe, offers opportunities for both light and heavy industrial and office park developments.

The 123,500 square foot Miller-Valentine warehouse/distribution facility in Access Pointe West was completed in late 2001 and will be leased to new businesses in 2002. This is the second facility constructed by Miller-Valentine. Lear Corporation is currently leasing the first facility.

Towlift, a dealership of materials-handling equipment, located on Crane Way in Access Pointe East was constructed and Wilson Barrett, a dealer of commercial/industrial duty batteries and chargers located on Innovative Drive in Access Pointe East industrial park completed construction of their new facilities in 2001. These businesses employ a total of 63 employees.

Johnson Controls, Inc. is a manufacturer of Daimler Chrysler instrument panels for the new Jeep Liberty. They completed construction in early January 2001 and expected to employ 140 people at full production, but actually created 164 new jobs by the end of 2001.

Norplas Industries and Alcoa Automotive Structures, both automotive manufacturers, created a total of 644 new jobs in 2001.

The City of Northwood has a J.E.D.Z. (Joint Economic Development Zone) agreement with the City of Oregon as well as the City of Rossford.

#### **Unemployment Rates**

According to the Ohio Bureau of Employment Services, the 2001 annual average unemployment rate for Wood County was 3.5%, which was significantly lower than the state and national unemployment rates of 4.2% and 4.8% respectively.

#### **Employee Relations**

The City has 49 full-time and 54 part-time employees. A statewide public employee collective bargaining law applies to public employee relations and collective bargaining. There are three bargaining units representing 38 full-time employees. The A.F.S.C.M.E. (American Federation of State, County and Municipal Employees) Local 755 Ohio represents 13 full-time employees. The O.P.B.A. (Ohio Patrolmen's Benevolent Association) represents 13 patrol officers and 6 police dispatchers. The I.U.P.A. (International Union of Police Associations) Local 77 represents 6 sergeants.

The City negotiated in 2000 with A.F.S.C.M.E. for a 3-year term ending on March 31, 2003. The contract with O.P.B.A. was negotiated in 2000 for a 3-year term ending October 13, 2002. The City reached agreement with I.U.P.A. in 2001 for a 3-year term ending December 31, 2003.

#### MAJOR CITY INITIATIVES

During 2001, the City continued focusing on improving the quality of life and employment opportunities for its residents and taxpayers. The City pursued possible assistance such as State Issue II funds and other federal, state and local grant funds. The City has been very successful in obtaining such funds as evidenced by the Issue II grant for Wales Road street improvements and the OWDA loans for Oregon Road waterline project phases I and II. In 2001 the City received the following Police related grants; COPS, DARE, G.R.E.A.T. and BLOCK. The City also received grants from Wood County Solid Waste, Wood County Recycling, Wood County Parks, and an E.M.S Fire Grant during 2001.

The City reallocated its income tax funds in July, 1996 to 70% General Fund, 20% Capital Improvement Municipal Tax Fund, and 10% Capital Replacement Funds. This reallocation allowed the City to purchase a Class A Pumper, a Zoning Vehicle, a pickup truck and dump truck, and three Police cruisers. We were also able to construct a new Communication tower at the Municipal Building. Anticipated purchases in 2002 include 3 police cruisers, a fire truck, and a new lawn mower.

During 2001, the City completed the Bradner Road improvements project and the George Street storm sewer improvements project.

#### **Continuing and Future Projects**

The City will be participating in the cost of repaving Woodville Road and Route 579 with the Ohio Department of Transportation. The City's share of this project is estimated to be \$183,000. This project should be completed in 2002. The City has applied for an Issue II Grant to pay for one-half the cost of replacing the traffic lights at Woodville and Lemoyne Roads. The City's cost is estimated at \$120,000. The Wilson Street storm sewer improvements project should be completed in 2002. Also, new playground equipment for small children should be installed at Brentwood Park during 2002 at a cost near \$14,000.

#### **FINANCIAL INFORMATION**

#### **Accounting Controls**

The City's budgetary accounting system was designed to provide reasonable assurance that:

- 1. The City's assets are protected against loss and unauthorized use or disposition; and
- 2. Reliable financial reports for preparing financial statements and providing accountability for assets are maintained.

The concept of reasonable assurance states that internal controls should be evaluated using the following criteria:

- 1. The expense associated with providing the internal controls should not exceed the benefits likely to be derived from their implementation; and
- 2. The evaluation of the offsetting costs and benefits involves estimates and judgment by the City administration and members of the finance office.

All internal control evaluations occur within this framework. It is the belief of the administrative and financial management personnel that the City's financial controls adequately safeguard existing assets and provide reasonable assurance of the proper recording of financial transactions.

#### **Budgetary Controls**

Detailed provisions for the City's budget, tax levies, and appropriations are set forth in the Ohio Revised Code and the City Charter. The Mayor, with the assistance of the Finance Director, is required to submit to Council a tax budget of estimated revenues and expenditures for all funds, except agency funds for the succeeding fiscal year by the first council meeting in July. The budget is required to be adopted by the legislative body by July 15 and to be submitted to the County Budget Commission by July 20 of each year. The Mayor, with the assistance of the Finance Director, is required by Charter to submit to Council, on or before December 15 of each fiscal year, an appropriation ordinance, based on the tax budget, for the next succeeding fiscal year. Council is required to adopt the appropriation ordinance (the budget) in its original form or with those revisions as it may find proper, within thirty days of the beginning of the fiscal year covered by such ordinance.

The City maintains budgetary control on a non-GAAP basis by fund and within each fund by department at major object levels, which include personal services, contractual services, supplies and materials, other expenditures, capital outlay, debt service and operating transfers. For management purposes, the major object level is further defined with budgeted amounts not to exceed the aggregate appropriated by Council.

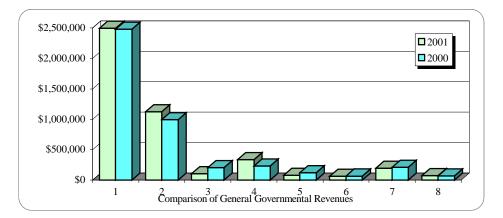
Budgetary control is maintained by an encumbrance of purchase commitment amounts prior to the release of purchase orders to vendors. Requisitions for the expenditure of monies are submitted to the Finance Director for approval, preparation of a purchase order and certification, after approval by the appropriate Department Director. The purchase order is reviewed for the availability of funds and the estimated expenditure is encumbered against the available appropriation. Encumbrances, which would exceed the available appropriation, are not approved or recorded until City Council authorizes additional appropriations. Unencumbered appropriations lapse at the end of each year.

The City's accounting system provides interim financial reports which detail year-to-date expenditures plus encumbrances versus the original appropriations plus any additional appropriations made to date. The reports permit the Finance Director and other city officials to ascertain the status of each department's appropriations at any time during the year.

#### **General Governmental Revenues**

Revenues for general governmental functions (including all governmental fund types except capital projects funds) totaled \$4,470,912, representing an increase of \$100,656 over 2000. The following schedule presents a summary of general governmental revenues for the years ended December 31, 2000 and 2001, the percentage of total revenues for each year and the amount and percentage of increase/(decrease) in relation to 2000 revenue.

	Davianua Course	2001	Percent of	2000	Increase (Decrease)	Percent of Increase
	Revenue Source		Total		over 2000	(Decrease)
1.	Taxes	\$2,496,939	55.8%	\$2,477,978	\$18,961	0.8%
2.	Intergovernmental					
	Revenues	1,125,561	25.2%	994,362	131,199	13.2%
3.	Charges for Services	103,350	2.3%	205,864	(102,514)	(49.8%)
4.	Licenses and Permits	337,566	7.6%	231,595	105,971	45.8%
5.	Investment Earnings	79,602	1.8%	119,399	(39,797)	(33.3%)
6.	Special Assessments	62,040	1.4%	64,688	(2,648)	(4.1%)
7.	Fines and Forfeitures	193,317	4.3%	208,583	(15,266)	(7.3%)
8.	All Other Revenues	72,537	1.6%	67,787	4,750	7.0%
	Total	\$4,470,912	100.0%	\$4,370,256	\$100,656	

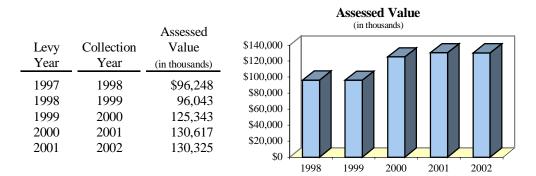


#### **Revenue Narrative**

The City's income tax continues to be its primary source of revenue. The tax applies to all wages, salaries, commissions and other compensation paid by employers and/or the net proceeds from the operation of a business, profession or other enterprise activity. The initial tax rate of 1.0%, established in July 1966, was increased to 1.5% in 1978. The current allocation of income tax funds, which became effective July 1, 1996, is 70% General Fund, 20% Capital Improvements Municipal Tax Fund and 10% Capital Replacement Fund. Income tax rates of cities within the State of Ohio are limited to a maximum of 1% unless specifically approved by a majority of the resident voters of the City. The start of new economic development projects and new/expanded businesses has caused income tax collections to increase 4.7% during 2000 and another .8% during 2001.

Property taxes are levied and collected by the Wood County Treasurer and remitted periodically to the City by the County Auditor. The property tax rate for the City is 1.60 mills, which represents \$1.60 per \$1,000 of taxable valuation. The tax rate is applied to the assessed value of the property located within the City. Assessed value is approximately 35% of appraised value. Increases in the property tax rate can only occur with the approval of the City's voters. Revenues from property taxes are used for general fund operations.

Total assessed values in the City over the past five years are shown below:



Investment earnings were reallocated based on a percentage enacted by a 1999 ordinance as follows: 90% General Fund, 5% Street Maintenance and Repair Fund, 1% Northwood Waste/ Environmental Fund, 1% Motor Vehicle License Tax Fund, 1% State Highway Fund, 1% Sanitary Sewer Operation, Maintenance and Repair Fund and 1% Special Law Enforcement Fund. Investment earnings decreased during 2001 primarily due to a declining economy and lower interest rates.

Intergovernmental revenues consist primarily of state levied shared taxes consisting of local government assistance provided by the State of Ohio through reimbursement for real and personal property tax reductions, gasoline tax, state-levied motor vehicle license tax, inheritance tax, permissive motor vehicle license tax and local government and revenue assistance allocations. These revenues are collected by the State or County and partially redistributed to the City or other political subdivisions. This revenue category also includes grant funds received from either County, State or Federal sources. Intergovernmental revenues increased \$131,199 compared to 2000. This increase can be attributed to increases in estate and inheritance taxes and in county sales tax reimbursements received from the state.

Charges for services decreased by \$102,514 in 2001. This decrease is due to the reclassification of funds received by the City from the Wood county Regional Water and Sewer District in 2000.

Licenses and permits increased by \$105,971 in 2001 due to increases in host fees and disposal fees from the landfill and increases in ambulance fees.

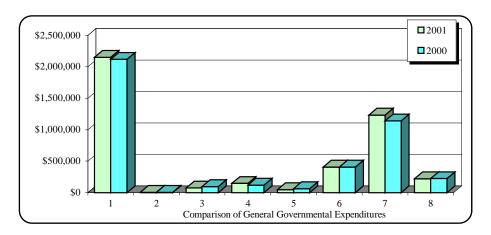
The decrease of \$15,266 in the fines and forfeitures was due to the decrease of court fines received during 2001.

All other revenue is a miscellaneous category, which includes a variety of less significant revenue. This category increased \$4,750 from 2000 to 2001.

#### **General Governmental Expenditures**

Expenditures for general governmental purposes, including general, special revenue and debt service funds totaled \$4,287,720 in 2001, an increase of \$114,704 over 2000. Expenditures for the major functions of the City and the percentage of total for 2000 and 2001, and the amount and percentage increase/(decrease) over 2000 are shown in the following table:

			Percent of		Increase (Decrease)	Percent of Increase
	Function	2001	Total	2000	over 2000	(Decrease)
1.	Security of Persons and					
	Property	\$2,149,659	50.12%	\$2,120,072	\$29,587	1.40%
2.	Public Health and Welfare	6,325	0.15%	6,002	323	5.38%
3.	Leisure Time Activities	75,303	1.76%	95,045	(19,742)	(20.77%)
4.	Community Environment	146,698	3.42%	119,711	26,987	22.54%
5.	Basic Utility Services	48,769	1.14%	61,485	(12,716)	(20.68%)
6.	Transportation	406,330	9.48%	407,742	(1,412)	(0.35%)
7.	General Government	1,233,798	28.78%	1,139,537	94,261	8.27%
8.	Debt Service	220,838	5.15%	223,422	(2,584)	(1.16%)
	Total	\$4,287,720	100.00%	\$4,173,016	\$114,704	



#### **Expenditure Narrative**

Security of persons and property includes primarily the cost of operations of the Police and Fire Departments, including dispatching. The increase of \$29,587 in security of persons and property was primarily due to increased wages in the Police Department and dispatching. A sixth sergeant was added to the Police Department during 2001.

The decrease of \$19,742 in leisure time activities is due to decreases in expenditures for the YMCA and Baseball programs and also a decrease in wages paid in the parks department.

Community environment expenses increased to \$146,698 in 2001 from \$119,711 in 2000. This is due to increases for zoning codification and weed and tree care expenses.

The City had an increase of \$94,261 in general governmental expenses. Income tax refunds increased nearly \$60,000 in 2001. Wages and health insurance increased in 2001 due partially to annual raises. The cost for natural gas also increased around \$10,000.

#### **Debt Administration**

The debt service funds accumulate resources for the payment of principal, interest and associated administrative costs on the City's general obligation long-term debt. Resources are derived from property taxes (real and personal), income taxes, TIF payments and operating transfers. The total bonded debt of the City at December 31, 2001 was \$115,000 consisting of general obligation

bonds. At December 31, 2001, the City had no long-term special assessment related debt. During the year the City retired \$110,000 in general obligation debt. General obligation bonds are retired from income tax collections.

The City had an outstanding note liability of \$700,000 at December 31, 2001. During the year the City issued \$700,000 in notes and retired \$800,000. The City's general obligation notes are prepared by Squire, Sanders and Dempsey and purchased under private sale with J.J.B. Hilliard, W.L. Lyons, Inc. The rate on the 2001 \$700,000 note issuance was 3.5%.

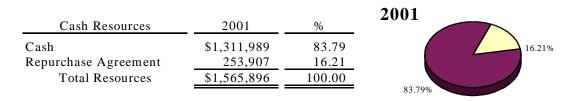
#### CASH MANAGEMENT

Cash management is an integral component of the City's overall financial plan. The City attempts to earn a market rate of return consistent with providing the liquidity needed to pay obligations on a timely basis. Cash flow forecasting and the use of short-term investments, such as repurchase agreements, allows the City to earn interest on all funds. The City bid its banking services contract in December 1999, leaving its operating accounts at Sky Bank-Mid Am Region, but with favorable compensating balance reductions, effective January 1, 2000.

The City's investments comply with Section 135.14 of the Ohio Revised Code, and the maximum maturity is limited to two years. Most investments mature within the current fiscal year. Interest earnings are allocated to funds based on the requirements of the Ohio Constitution, state statutes and local ordinances. As required by law, all deposits and repurchase agreements are covered by eligible collateral, while investment securities (treasuries and agency/instrumentality issues) are specifically permitted by the Ohio Revised Code and the City's investment policy.

Authorized investments are described in detail in Note 4 of the footnotes to the general-purpose financial statements included within the financial section of this comprehensive annual financial report. The City currently has all excess collected balances not needed to cover daily check clearings transferred into a repurchase investment account at Sky Bank, Toledo, Ohio. All funds held in the repurchase investment account are collateralized with eligible securities as defined by Chapter 135 of Ohio Revised Code, held by the trust department at Sky Bank.

The City's cash resources were invested as follows at December 31, 2001:



The amount of interest earned on investments for fiscal year 2001 was \$79,602. Interest earnings are credited to the Street Construction, Maintenance and Repair Fund, Motor Vehicle License Tax Fund, State Highway Improvement Fund, Northwood Waste and Environmental Fund, Special Law Enforcement Fund and the Sanitary Sewer Operation, Maintenance and Repairs Fund based on City ordinance. All other interest earnings are credited to the City's General Fund.

At December 31, 2001 the City had bank balances of \$1,410,012. Federal depository insurance covered \$100,000 of the bank balance and the rest of the deposits were classified as Category 3. Ohio Law requires that deposits be placed in eligible banks or savings and loan associations located in Ohio. Any public depository in which the City places deposits must pledge as collateral eligible securities of aggregate market value equal to the excess of deposits not insured by the Federal Deposit Insurance Corporation (FDIC). The securities pledged as collateral are pledged to a pool for each individual financial institution in amounts equal to at least 105% of the carrying value of all public deposits held by each institution. Obligations that may be pledged as collateral are limited to obligations of the United States and its agencies and obligations of any state, county, municipal corporation or other legally constituted authority of any other state, or any instrumentality of such county, municipal corporation or other authority.

The primary objectives of the City's investment program, in order of priority, are as follows:

- 1. Safety The safety of principal balances is the City's foremost objective and all investments are undertaken in a manner to insure the preservation of capital.
- 2. Liquidity All investments should be sufficiently liquid to meet all operating requirements that can be reasonably anticipated. Since all possible cash demands cannot be anticipated, the investment portfolio should consist of securities with active resale markets.
- 3. Yield Return on investment is of least importance compared to the safety and liquidity objectives described above. Investments are limited to low risk securities with the expectation of earning market value.

#### RISK MANAGEMENT

The City maintains comprehensive insurance coverage with private carriers for real property, building contents, fleet, and general liability coverage. The City also carries police professional and public officials liability insurance. The City provides a self-funded dental insurance program for its employees, which is funded through the general fund. See Note 16 to the general-purpose financial statements for additional information.

The proactive approach that the administration employs in addressing its ongoing operations is reflected in the composition of the City's insurance protection package and its very favorable loss experience.

The City reduces exposure to risk through several initiatives. They include insurance coverages for vehicles, general liability, inland marine, building and contents and computer insurance, public officials and law enforcement liability coverages and boiler and machinery coverage.

During 2001 the City contracted with Hylant Administrative Services, Inc. for various insurance coverages, as follows:

Type of Coverage	Coverage	Deductible
Auto Fleet Liability/Physical Damage	\$5,000,000	\$250/500
Auto Uninsured-Underinsured	\$1,000,000	\$0
General Liability	\$7,000,000	\$0
Property (building and contents)	\$3,936,486	\$1,000
Firefighters Liability	\$7,000,000	\$0

Type of Coverage	Coverage	Deductible
Inland Marine Equipment	\$1,300,425	\$250
Boiler and Machinery Coverage:		
Boiler and Machinery limit	\$3,936,486	\$1,000
Extra Expense	\$250,000	\$1,000
Law Enforcement Liability	\$7,000,000	\$1,000
Public Officials Liability	\$7,000,000	\$2,500
Electronic Data and Equipment	\$90,000	\$250
Valuable Papers and Records	\$100,000	\$0
Blanket Data and Media (EDP)	\$15,095	\$250
Blanket Extra Expense (EDP)	\$15,095	\$250
Extra Expense	\$175,000	\$1,000
Employee Benefits Liability	\$3,000,000	\$0
Crime Coverage:		
Blanket Bond	\$50,000	\$0
Monies & Securities	\$25,000	\$0
Computer Fraud	\$25,000	\$100

#### **OTHER INFORMATION**

#### **Independent Audit**

Included in this report is the unqualified audit opinion rendered on the City's financial statements for the year ended December 31, 2001, by James Zupka, CPA. City management plans to continue to subject the financial statements to an annual independent audit as part of the preparation of a Comprehensive Annual Financial Report. An annual audit serves to maintain and strengthen the City's accounting and budgetary controls.

#### Awards

The Government Finance Officers Association of the United States and Canada (GFOA) awards a Certificate of Achievement for Excellence in Financial Reporting to those governments who qualify. To be awarded a Certificate of Achievement, a governmental unit must prepare an easily readable and efficiently organized comprehensive annual financial report, whose contents conform to program standards. Such reports must satisfy both generally accepted accounting principles and applicable legal requirements. A Certificate of Achievement is valid for a period of one year only. I believe this, our forth Comprehensive Annual Financial Report, meets the high standards set by the GFOA for a Certificate of Achievement for Excellence in Financial Reporting and we are submitting it to GFOA.

#### **Public Disclosure**

The publication of this report represents an important achievement in the ability of the City of Northwood to provide significantly enhanced financial information and accountability to the citizens, its elected officials, City Administration and investors. In addition to the citizens of Northwood, the recipients of this report will include city, state and federal officials, schools, libraries, newspapers, investment banking firms, banks and rating agencies. The extensive effort to prepare and distribute this report is indicative of the continued efforts of the City of Northwood to improve its overall financial accounting, management and reporting capabilities.

#### Acknowledgements

The City of Northwood is proud to be submitting this GAAP financial report utilizing the guidelines recommended by GFOA. This report is the result of continued cooperation, and combined services of the Mayor, City Council, administrative officials, City employees, the Wood County Auditor's Office and the Auditor's Division of the State of Ohio.

Sincere appreciation and acknowledgement is extended to Donald J. Schonhardt & Associates, Inc, for their guidance in the preparation of this report.

Respectfully,

Goby a. Schoger

Toby A. Schroyer Finance & Revenue Director

# CITY OF NORTHWOOD PRINCIPAL OFFICIALS

#### ELECTED OFFICIALS AS OF DECEMBER 31, 2001

Name	Office	Term Expires	Surety
Mark A. Stoner	Mayor	12/31/03	\$25,000 Bond
James D. Barton	City Council, President	12/31/01	
Connie S. Hughes	City Council	12/31/01	
David A. Gallaher	City Council	12/31/01	
Craig R. Kohring	City Council	12/31/01	
Charles M. Kozina	City Council	12/31/03	
Richard B. Radocy	City Council	12/31/03	
Tim Reardon	City Council	12/31/03	

#### ADMINISTRATORS AS OF DECEMBER 31, 2001

Name	Office	Term Expires	Surety
Brian Ballenger	Director of Law	09/30/02	
Pat Bacon	City Administrator	Indefinite	\$50,000 Bond
Gerald Herman	Chief of Police	Indefinite	\$1,000 Bond
Thomas Pack	Chief of Fire	Indefinite	
Craig Meier	Director of Public Service	Indefinite	\$1,000 Bond
Toby Schroyer	Director of Finance	Indefinite	\$50,000 Bond
Paul Gercak	Director of Recreation	Indefinite	
Shannon Gomersall	Zoning Inspector	Indefinite	\$1,000 Bond
Janet Kulczak	Clerk of Mayor's Courts	Indefinite	\$25,000 Bond
Jeffrey Keller	Court Magistrate	Indefinite	\$5,000 Bond

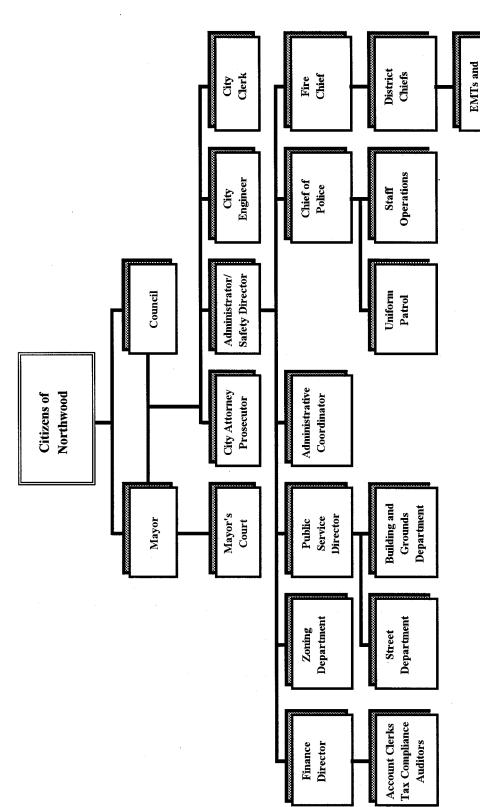
Applies to All Elected Officials

Public officials \$5 million/occurrence, \$7 million aggregate general liability. Term May 9, 2000 to May 9, 2001 and May 9, 2001 to May 9, 2002.

City Address:

City of Northwood 6000 Wales Road Northwood, Ohio 43619-1480 419-693-9327 FAX 419-693-6705

**Organizational Chart** 



A Contraction (19) 693-6705 PH. (419) 693-9327 • FAX (419) 693-6705

Firefighters

# Certificate of Achievement for Excellence in Financial Reporting

Presented to

# City of Northwood, Ohio

For its Comprehensive Annual **Financial Report** for the Fiscal Year Ended December 31, 2000

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



I mut brive President

Executive Director



# **F**INANCIAL SECTION

This Page is Intentionally Left Blank.

# JAMES G. ZUPKA, C.P.A., INC.

Certified Public Accountants 5240 East 98th Street Garfield Heights, Obio 44125

Member American Institute of Certified Public Accountants

(216) 475-6136

**Ohio Society of Certified Public Accountants** 

#### **INDEPENDENT AUDITOR'S REPORT**

The Honorable Mayor, City Manager, and Members of City Council City of Northwood, Ohio The Honorable Jim Petro Auditor of State State of Ohio

We have audited the accompanying general purpose financial statements of the City of Northwood, Ohio, 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 of Northwood, Ohio'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 <u>Government Auditing Standards</u>, 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 of Northwood, Ohio, as of December 31, 2001, and the results of its operations for the year then ended in conformity with generally accepted accounting principles.

As described in Note 2, during the year ended December 31, 2001, the City of Northwood adopted Governmental Accounting Standards Board Statements 33 and 36.

In accordance with <u>Government Auditing Standards</u>, we have also issued a report dated May 16, 2002 on our consideration of the City of Northwood, Ohio'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 <u>Government Auditing Standards</u> and should be read in conjunction with this report in considering the results of our audit.

We performed our audit to form an opinion on the general purpose financial statements of the City of Northwood, Ohio taken as a whole. The combining and individual fund statements and schedules listed in the table of contents are presented for additional analysis and are not a required part of the general purpose financial statements. We subjected this information to the auditing procedures applied in the audit of the general purpose financial statements and, in our opinion, is fairly presented in all material respects, in relation to the basic financial statements taken as a whole.

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

me B. Luppe

James G. Zupka U Certified Public Accountant

May 16, 2002



# General Purpose Financial Statements

**T**he following general purpose financial statements, along with the notes to the general purpose financial statements, present an overview of the City's financial position at December 31, 2001 and the results of operations for the year then ended.

This Page is Intentionally Left Blank.



### THE CITY OF NORTHWOOD, OHIO COMBINED BALANCE SHEET ALL FUND TYPES AND ACCOUNT GROUPS DECEMBER 31, 2001

	Governmental Fund Types			Fiduciary Fund Type	Account Groups		_	
	General Fund	Special Revenue Funds	Debt Service Fund	Capital Projects Funds	Agency Fund	General Fixed Assets	General Long-Term Obligations	Totals (Memorandum Only)
Assets and Other Debits:								
Assets:								
Cash and Cash Equivalents	\$322,334	\$511,061	\$59,646	\$661,552	\$0	\$0	\$0	\$1,554,593
Receivables (net of allowance								
for doubtful accounts):								
Taxes	485,703	6,459	61,029	124,893	0	0	0	678,084
Accounts	41,999	17,830	0	131,500	0	0	0	191,329
Special Assessments	47,288	0	110,425	52,906	0	0	0	210,619
Intergovernmental Receivables	480,017	97,115	93,895	31,923	0	0	0	702,950
Interfund Loans Receivable	0	0	0	44,889	0	0	0	44,889
Inventory of Supplies at Cost	10,036	29,420	0	0	0	0	0	39,456
Prepaid Items	34,723	32	0	0	0	0	0	34,755
Restricted Assets:								
Cash with Fiscal Agent	0	0	0	9,783	1,520	0	0	11,303
Fixed Assets	0	0	0	0	0	5,624,559	0	5,624,559
Other Debits:								
Amount Available in Debt Service Fund	0	0	0	0	0	0	59,646	59,646
Amount to be Provided for							,	,
General Long-Term Obligations	0	0	0	0	0	0	1,637,788	1,637,788
Total Assets and Other Debits	\$1,422,100	\$661,917	\$324,995	\$1,057,446	\$1,520	\$5,624,559	\$1,697,434	\$10,789,971

(Continued)

### THE CITY OF NORTHWOOD, OHIO COMBINED BALANCE SHEET ALL FUND TYPES AND ACCOUNT GROUPS DECEMBER 31, 2001

	Governmental Fund Types			Fiduciary Fund Type	2		_	
	General Fund	Special Revenue Funds	Debt Service Fund	Capital Projects Funds	Agency Fund	General Fixed Assets	General Long-Term Obligations	Totals (Memorandum Only)
Liabilities, Equity and Other Credits:								
Liabilities:								
Accounts Payable	\$46,858	\$5,520	\$0	\$60,149	\$0	\$0	\$0	\$112,527
Accrued Wages and Benefits	181,125	7,828	0	0	0	0	0	188,953
Intergovernmental Payables	1,608	0	0	132,525	0	0	0	134,133
Interfund Loans Payable	0	0	0	44,889	0	0	0	44,889
Due to Others	0	0	0	0	1,520	0	0	1,520
Retainage Payable	0	0	0	9,783	0	0	0	9,783
Accrued Interest Payable	0	0	0	10,068	0	0	0	10,068
Deferred Revenue	531,247	69,049	265,349	92,778	0	0	0	958,423
Compensated Absences Payable	0	0	0	0	0	0	172,856	172,856
Capital Lease	0	0	0	0	0	0	134,355	134,355
Special Assessment Notes Payable	0	0	0	700,000	0	0	0	700,000
General Obligation Bonds Payable	0	0	0	0	0	0	115,000	115,000
Ohio Public Works Commission Loan	0	0	0	0	0	0	169,010	169,010
Ohio Water Development Authority Loans	0	0	0	0	0	0	1,106,213	1,106,213
Total Liabilities	760,838	82,397	265,349	1,050,192	1,520	0	1,697,434	3,857,730
Equity and Other Credits:								
Investment in General Fixed Assets Fund Balances:	0	0	0	0	0	5,624,559	0	5,624,559
Reserved for Encumbrances	0	3,719	0	71,792	0	0	0	75,511
Reserved for Supplies Inventory	10,036	29,420	0	0	0	0	0	39,456
Reserved for Prepaid Items	34,723	32	0	0	0	0	0	34,755
Reserved for Debt Service	0	0	59,646	0	0	0	0	59,646
Reserved for Interfund Loans Receivable Unreserved:	0	0	0	44,889	0	0	0	44,889
Undesignated	616,503	546,349	0	(109,427)	0	0	0	1,053,425
Total Equity and Other Credits	661,262	579,520	59,646	7,254	0	5,624,559	0	6,932,241
Total Liabilities, Equity and Other Credits	\$1,422,100	\$661,917	\$324,995	\$1,057,446	\$1,520	\$5,624,559	\$1,697,434	\$10,789,971

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



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

	Governmental Fund Types					
	General Fund	Special Revenue Funds	Debt Service Fund	Capital Projects Funds	Totals (Memorandum Only)	
Revenues:						
Taxes	\$2,413,562	\$17,352	\$66,025	\$931,469	\$3,428,408	
Intergovernmental Revenues	873,057	243,114	9,390	85,217	1,210,778	
Charges for Services	17,130	86,220	0	0	103,350	
Licenses, Permits and Fees	301,524	36,042	0	20,396	357,962	
Investment Earnings	71,533	8,069	0	0	79,602	
Special Assessments	45,214	0	16,826	17,994	80,034	
Fines and Forfeitures	155,471	37,846	0	0	193,317	
Donations	5,312	0	0	0	5,312	
All Other Revenues	67,225	0	0	8,219	75,444	
Total Revenues	3,950,028	428,643	92,241	1,063,295	5,534,207	
Expenditures:						
Current:						
Security of Persons and Property	2,144,907	4,752	0	0	2,149,659	
Public Health and Welfare Services	6,325	0	0	0	6,325	
Leisure Time Activities	75,303	0	0	0	75,303	
Community Environment	120,139	26,559	0	0	146,698	
Basic Utility Services	43,493	5,276	0	0	48,769	
Transportation	172,162	234,168	0	0	406,330	
General Government	1,216,655	17,143	0	0	1,233,798	
Capital Outlay	0	0	0	1,036,862	1,036,862	
Debt Service:	0	0	120.010	40.200	100 200	
Principal Retirements	0	0	139,918	40,388	180,306	
Interest and Fiscal Charges	0	0	80,920	44,302	125,222	
Total Expenditures	3,778,984	287,898	220,838	1,121,552	5,409,272	
Excess (Deficiency) of Revenues Over (Under) Expenditures	171,044	140,745	(128,597)	(58,257)	124,935	
Other Financing Sources (Uses):						
Proceeds from Sale of Fixed Assets	3,232	0	0	0	3,232	
Operating Transfers In	0	43,600	157,220	426,861	627,681	
Operating Transfers Out	(197,830)	(194,069)	0	(235,782)	(627,681)	
Total Other Financing Sources (Uses)	(194,598)	(150,469)	157,220	191,079	3,232	
Excess (Deficiency) of Revenues			,	,	· · · ·	
and Other Financing Sources Over (Under)						
Expenditures and Other Financing Uses	(23,554)	(9,724)	28,623	132,822	128,167	
Restated Fund Balance (Deficit) Beginning of Year	685,566	587,602	31,023	(125,568)	1,178,623	
Increase (Decrease) in Inventory Reserve	(750)	1,642	0	(125,508)	892	
· · · · · · · · · · · · · · · · · · ·	· · · · · · · · · · · · · · · · · · ·				·	
Fund Balance End of Year	\$661,262	\$579,520	\$59,646	\$7,254	\$1,307,682	

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

# THE CITY OF NORTHWOOD, OHIO COMBINED STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES BUDGET AND ACTUAL (NON-GAAP BUDGETARY BASIS) ALL GOVERNMENTAL FUND TYPES FOR THE YEAR ENDED DECEMBER 31, 2001

		General Fund			Special Revenue Funds		
			Variance:			Variance:	
	Revised		Favorable	Revised		Favorable	
	Budget	Actual	(Unfavorable)	Budget	Actual	(Unfavorable)	
Revenues:			. <u> </u>	<u> </u>		<u> </u>	
Taxes	\$2,439,100	\$2,402,101	(\$36,999)	\$17,500	\$17,450	(\$50)	
Intergovernmental Revenues	824,704	817,782	(6,922)	250,006	236,973	(13,033)	
Charges for Services	14,625	13,649	(976)	78,000	71,925	(6,075)	
Licenses, Permits and Fees	307,500	301,850	(5,650)	36,000	35,056	(944)	
Investment Earnings	73,800	72,768	(1,032)	9,100	8,069	(1,031)	
Special Assessments	45,800	45,214	(586)	0	0	0	
Fines and Forfeitures	158,100	155,471	(2,629)	41,200	38,145	(3,055)	
Donations	5,550	5,312	(238)	0	0	0	
All Other Revenues	60,500	60,048	(452)	0	0	0	
Total Revenues	3,929,679	3,874,195	(55,484)	431,806	407,618	(24,188)	
Expenditures:							
Current:							
Security of Persons and Property	2,167,238	2,140,111	27,127	100,805	43,455	57,350	
Public Health and Welfare Services	6,600	6,325	275	0	0	0	
Leisure Time Activities	82,525	75,440	7,085	0	0	0	
Community Environment	121,811	119,176	2,635	40,741	26,558	14,183	
Basic Utility Services	46,800	43,493	3,307	57,647	6,366	51,281	
Transportation	175,900	168,391	7,509	276,381	254,954	21,427	
General Government	1,263,942	1,218,295	45,647	21,400	17,143	4,257	
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	3,864,816	3,771,231	93,585	496,974	348,476	148,498	
Excess (Deficiency) of							
Revenues Over (Under) Expenditures	64,863	102,964	38,101	(65,168)	59,142	124,310	
Other Financing Sources (Uses):							
Proceeds from Sale of Fixed Assets	3,250	3,232	(18)	0	0	0	
Proceeds from Special Assessment Notes	0	0	0	0	0	0	
Advances In	0	0	0	0	0	0	
Advances Out	0	0	0	0	0	0	
Operating Transfers In	0	0	0	73,600	43,600	(30,000)	
Operating Transfers Out	(197,830)	(197,830)	0	(194,069)	(194,069)	0	
Total Other Financing Sources (Uses)	(194,580)	(194,598)	(18)	(120,469)	(150,469)	(30,000)	
Excess (Deficiency) of Revenues							
and Other Financing Sources Over (Under)							
Expenditures and Other Financing Uses	(129,717)	(91,634)	38,083	(185,637)	(91,327)	94,310	
Fund Balance at Beginning of Year	384,242	384,242	0	559,952	559,952	0	
Prior Year Encumbrances	7,151	7,151	0	37,469	37,469	0	
Fund Balance at End of Year	\$261,676	\$299,759	\$38,083	\$411,784	\$506,094	\$94,310	
		+=>>,,		÷ · · · · · · ·	+2 30,071		

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

# THE CITY OF NORTHWOOD, OHIO COMBINED STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES BUDGET AND ACTUAL (NON-GAAP BUDGETARY BASIS) ALL GOVERNMENTAL FUND TYPES FOR THE YEAR ENDED DECEMBER 31, 2001

De	bt Service Fui	nd	Capi	tal Projects Fu		Totals	(Memorandum	
		Variance:			Variance:			Variance:
Revised		Favorable	Revised		Favorable	Revised		Favorable
Budget	Actual	(Unfavorable)	Budget	Actual	(Unfavorable)	Budget	Actual	(Unfavorable)
\$65,900	\$66,025	\$125	\$980,000	\$926,557	(\$53,443)	\$3,502,500	\$3,412,133	(\$90,367)
9,400	9,390	(10)	367,961	197,588	(170,373)	1,452,071	1,261,733	(190,338)
0	0	0	0	0	0	92,625	85,574	(7,051)
0	0	0	74,531	20,396	(54,135)	418,031	357,302	(60,729)
0	0	0	0	0	0	82,900	80,837	(2,063)
18,900	16,826	(2,074)	18,250	17,994	(256)	82,950	80,034	(2,916)
0	0	0	0	0	0	199,300	193,616	(5,684)
0	0	0	0	0	0	5,550	5,312	(238)
0	0	0	9,500	8,219	(1,281)	70,000	68,267	(1,733)
94,200	92,241	(1,959)	1,450,242	1,170,754	(279,488)	5,905,927	5,544,808	(361,119)
0	0	0	0	0	0	2,268,043	2,183,566	84,477
0	0	0	0	0	0	6,600	6,325	275
0	0	0	0	0	0	82,525	75,440	7,085
0	0	0	0	0	0	162,552	145,734	16,818
0	0	0	0	0	0	104,447	49,859	54,588
0	0	0	0	0	0	452,281	423,345	28,936
320	0	320	0	0	0	1,285,662	1,235,438	50,224
0	0	0	1,595,060	1,335,274	259,786	1,595,060	1,335,274	259,786
945,632	939,918	5,714	40,388	40,388	0	986,020	980,306	5,714
126,165	124,520	1,645	8,552	8,552	0	134,717	133,072	1,645
1,072,117	1,064,438	7,679	1,644,000	1,384,214	259,786	7,077,907	6,568,359	509,548
(977,917)	(972,197)	5,720	(193,758)	(213,460)	(19,702)	(1,171,980)	(1,023,551)	148,429
0	0	0	0	0	0	3,250	3,232	(18)
700,000	700,000	0	0	0	0	700,000	700,000	0
0	0	0	44,889	44,889	0	44,889	44,889	0
0	0	0	(44,889)	(44,889)	0	(44,889)	(44,889)	0
315,820	300,820	(15,000)	285,761	283,261	(2,500)	675,181	627,681	(47,500)
0	0	0	(252,990)	(235,782)	17,208	(644,889)	(627,681)	17,208
1,015,820	1,000,820	(15,000)	32,771	47,479	14,708	733,542	703,232	(30,310)
37,903	28,623	(9,280)	(160,987)	(165,981)	(4,994)	(438,438)	(320,319)	118,119
31,023	31,023	0	679,825	679,825	0	1,655,042	1,655,042	0
0	0	0	0	0	0	44,620	44,620	0
\$68,926	\$59,646	(\$9,280)	\$518,838	\$513,844	(\$4,994)	\$1,261,224	\$1,379,343	\$118,119

# THE CITY OF NORTHWOOD, OHIO NOTES TO THE GENERAL PURPOSE FINANCIAL STATEMENTS DECEMBER 31, 2001

# NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

The City of Northwood, Ohio (the "City") is a charter municipal corporation operating under the charter and the laws of the State of Ohio. Northwood became a City on January 1, 1982. The City operates under a council/mayor form of government. Legislative power is vested in a seven-member council, including the President, each elected to four-year terms. The Mayor is elected to a four-year term and is the chief executive officer of the City. The Administrator is appointed by the Mayor with Council approval and handles the operational activities of the City's departments. All other City officials are appointed by the Mayor with Council approval.

The accompanying general purpose financial statements of the City present the financial position of the various fund types and account groups and the results of operations of the various fund types. The financial statements are presented as of December 31, 2001 and for the year then ended and have been prepared in conformity with generally accepted accounting principles (GAAP) applicable to local governments. The Governmental Accounting Standards Board (the GASB) is the standard-setting body for establishing governmental accounting and financial reporting principles, which are primarily set forth in the GASB's <u>Codification of Governmental Accounting and Financial Reporting Standards</u> (GASB Codification).

# A. <u>Reporting Entity</u>

The accompanying general purpose financial statements comply with the provisions of GASB Statement No. 14, "*The Financial Reporting Entity*," in that the financial statements include all organizations, activities, functions and component units for which the City (the primary government) is financially accountable. Financial accountability is defined as the appointment of a voting majority of a legally separate organization's governing body and either (1) the City's ability to impose its will over the organization, or (2) the potential that the organization will provide a financial benefit to, or impose a financial burden on, the City.

Based on the foregoing, the City's financial reporting entity has no component units but includes all funds, account groups, agencies, boards and commissions that are part of the primary government, which includes the following services: police protection, fire protection, ambulance transport, parks and recreation and street maintenance and repair, as well as a staff to provide administrative support (i.e., payroll processing, accounts payable and revenue collection) to the service providers.

#### B. Basis of Presentation - Fund Accounting

The accounting system is organized and operated on the basis of funds and account groups, each of which is considered a separate accounting entity. The operations of each fund are accounted for with a separate set of self-balancing accounts that comprise its assets, liabilities, fund equity, revenues and expenditures. The various funds are summarized by type in the general purpose financial statements. The following fund types and account groups are used by the City:

#### B. Basis of Presentation - Fund Accounting (Continued)

#### Governmental Funds

The governmental funds are those funds through which most governmental functions typically are financed. The acquisition, use and balances of the City's expendable financial resources and the related current liabilities are accounted for through governmental funds. The measurement focus is upon determination of "financial flow" (sources, uses and balances of financial resources). The following are the City's governmental fund types:

<u>General Fund</u> - This fund is used to account for all financial resources except those 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 and the limitations of the City Charter.

<u>Special Revenue Funds</u> - These 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.

<u>Debt Service Fund</u> - This fund is used for the accumulation of resources for, and the payment of, general obligation and special assessment long-term debt principal and interest.

<u>Capital Projects Funds</u> - These funds are used to account for financial resources to be used for the acquisition or construction of major capital facilities.

#### Fiduciary Fund

<u>Agency Fund</u> - This fund is used to account for assets held by a government as an agent for individuals, private organizations, other governmental units and/or other funds. The City maintains an agency fund. The agency fund is custodial in nature (assets equal liabilities) and does 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:

<u>General Fixed Assets Account Group</u> - This account group is established to account for all general fixed assets of the City.

<u>General Long-Term Obligations Account Group</u> - This account group is established to account for all long-term debt and other long-term obligations of the City.

#### C. Basis of Accounting

Basis of accounting represents the methodology utilized in the recognition of revenues and expenditures in the accounts and reported in the financial statements, and relates to the timing of the measurements made. The accounting and reporting treatment applied to a fund is determined by its measurement focus.

#### C. <u>Basis of Accounting</u> (Continued)

The modified accrual basis of accounting is followed by the governmental funds and agency funds. Under the modified accrual basis of accounting, revenues are recorded when susceptible to accrual, i.e., both measurable and available. The term "available" means collectible within the current period or soon enough thereafter to be used to pay liabilities of the current period, which for the City is 60 days after year end. Expenditures are recognized in the accounting period in which the fund liability is incurred, if measurable, except for unmatured interest on general long-term debt which is recognized when due.

Non-exchange transactions, in which the City receives value without directly giving equal value in return, include income taxes, property taxes, grants, entitlements and donations. Revenue from income taxes is recognized in the period in which the income is earned and is available. Revenue from grants, entitlements and donations is recognized in the fiscal year in which all eligibility requirements have been satisfied and the revenue is available. Eligibility requirements include timing requirements, which specify the year when the resources are required to be used or the year when use is first permitted, matching requirements, in which the City must provide local resources to be used for a specific purpose, and expenditure requirements, in which the resources are provided to the City on a reimbursement basis. Revenue considered susceptible to accrual at year end includes income taxes withheld by employers, interest on investments, and state levied locally shared taxes (including motor vehicle license fees and local government assistance). Other revenue, including licenses, permits, certain charges for services, income taxes other than those withheld by employers and miscellaneous revenues, is recorded as revenue when received in cash because it is generally not measurable until received.

Special assessment installments including related accrued interest, which are measurable but not available at December 31, are recorded as deferred revenue. Property taxes measurable as of December 31, 2001, but which are not intended to finance 2001 operations and delinquent property taxes, whose availability is indeterminate, are recorded as deferred revenue as further described in Note 5.

#### D. 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 ordinance, all of which are prepared on the budgetary basis of accounting. The certificate of estimated resources and the appropriation ordinance are subject to amendment throughout the year.

All funds, other than agency funds, are legally required to be budgeted and appropriated. The legal level of budgetary control is by fund at the major object level (personal services, materials and supplies, contractual services, capital outlay, and transfers) by department. Budgetary control is maintained by not permitting expenditures to exceed appropriations at the major object level for each department within each fund without the approval of City Council. Budgetary modifications above the major object level by fund may only be made by ordinance of the City Council.

#### D. <u>Budgetary Process</u> (Continued)

#### 1. Tax Budget

The City Finance Director submits an annual tax budget for the following fiscal year to City Council by July 15 for consideration and passage. The adopted budget is submitted to the County Auditor, as Secretary of the County Budget Commission, by July 20 of each year for the period January 1 to December 31 of the following year.

#### 2. Estimated Resources

The County Budget Commission reviews estimated revenue and determines if the budget substantiates a need to levy all or part of previously authorized taxes. The Budget Commission then certifies its actions to the City by September 1 of each year. As part of the certification process, the City receives an official certificate of estimated resources stating the projected receipts by fund. Prior to December 31, the City must revise its budget so that the total contemplated expenditures from any fund during the ensuing fiscal year do not exceed the amount available as stated in the certificate of estimated resources. The revised budget then serves as the basis for the annual appropriations measure. On or about January 1, the certificate of estimated resources is amended to include any unencumbered fund balances from the preceding year. The certificate may be further amended during the year if a new source of revenue is identified or if actual receipts exceed current estimates. The amounts reported on the budgetary statement reflect the amounts in the final amended official certificate of estimated resources issued during 2001.

#### 3. <u>Appropriations</u>

A temporary appropriation ordinance to control expenditures may be passed on or about January 1 of each year for the period January 1 through March 31. An annual appropriation ordinance must be passed by April 1 of each year for the period January 1 through December 31. The appropriation ordinance establishes spending controls at the fund, department and object level, and may be modified during the year by ordinance of the City Council. During 2001, several supplemental appropriations were necessary to budget for unanticipated expenditures. Total fund appropriations may not exceed the current estimated resources as certified by the County Budget Commission. Expenditures may not legally exceed budgeted appropriations at the object level. Administrative control is maintained through the establishment of more detailed line-item budgets. The budgetary figures which appear in the "Combined Statement of Revenues, Expenditures, and Changes in Fund Balances--Budget and Actual--All Governmental Fund Types" are provided on the budgetary basis to provide a comparison of actual results to the final budget, including all amendments and modifications.

#### 4. Encumbrances

As part of formal budgetary control, purchase orders, contracts and other commitments for expenditures are encumbered and recorded as the equivalent of expenditures (budget basis) in order to reserve that portion of the applicable appropriation and to determine and maintain legal compliance. However, on the GAAP basis of accounting, encumbrances do not constitute expenditures or liabilities and are reported as reservations of fund balances for governmental funds in the accompanying general purpose financial statements.

#### **D.** <u>Budgetary Process</u> (Continued)

#### 5. Lapsing of Appropriations

At the close of each fiscal year, the unencumbered balance of each appropriation reverts to the respective fund from which it was appropriated and becomes subject to future appropriations. The encumbered appropriation balance is carried forward to the subsequent fiscal year and need not be reappropriated.

#### 6. Budgetary Basis of Accounting

The City's budgetary process accounts for certain transactions on a basis other than generally accepted accounting principles (GAAP). The major differences between the budgetary basis and the GAAP basis lie in the manner in which revenues and expenditures are recorded. Under the budgetary basis, revenues and expenditures are recognized on a cash basis. Utilizing the cash basis, revenues are recorded when received in cash and expenditures when paid. Under the GAAP basis, revenues and expenditures are recorded on the modified accrual basis of accounting.

The following table summarizes the adjustments necessary to reconcile the GAAP basis statements to the budgetary basis statements for the governmental funds:

_	General Fund	Special Revenue Funds	Debt Service Fund	Capital Projects Funds
GAAP Basis (as reported)	(\$23,554)	(\$9,724)	\$28,623	\$132,822
Increase (Decrease):				
Accrued Revenues at				
December 31, 2001				
received during 2002	(523,760)	(52,355)	0	(248,444)
Accrued Revenues at				
December 31, 2000		21.220	0	
received during 2001	447,927	31,330	0	426,825
Accrued Expenditures at				
December 31, 2001	220 501	10.040	0	212 525
paid during 2002	229,591	13,348	0	212,525
Accrued Expenditures at				
December 31, 2000 paid during 2001	(195,160)	(68,927)	0	(433,242)
		(08,927)	0	
2000 Prepaids for 2001	30,620			1,024
2001 Prepaids for 2002	(34,723)	(32)	0	0
Fund Debt:	0	0	0	
Note Proceeds	0	0	0	700,000
Note Retirements	0	0	0	(800,000)
Cash With Fiscal Agent 2001	0	0	0	(9,783)
Outstanding Encumbrances	(22,575)	(4,967)	0	(147,708)
Budget Basis	(\$91,634)	(\$91,327)	\$28,623	(\$165,981)

Excess (Deficiency) of Revenues and Other Financing Sources

### E. <u>Cash and Cash Equivalents</u>

Cash and cash equivalents include amounts in demand deposits and repurchase agreements. The repurchase agreements are considered cash equivalents because they are highly liquid investments with original maturity dates of three months or less. The City pools its cash for investment and resource management purposes. Each fund's equity in pooled cash and investments represents the balance on hand as if each fund maintained its own cash and investment account. See Note 4, "Pooled Cash, Cash Equivalents and Investments."

### F. Investments

Investment procedures and interest allocations are restricted by provisions of the Ohio Constitution, the Ohio Revised Code and local ordinances. Interest revenue credited to the general fund during fiscal year 2001 amounted to \$71,533, which includes \$56,701 assigned from other City funds. In accordance with GASB Statement No. 31, "Accounting and Financial Reporting for Certain Investments and for External Investment Pools", the City records all its investments at fair value except for nonparticipating investment contracts (repurchase agreements) which are reported at cost, which approximates fair value. All investment income, including changes in the fair value of investments, are recognized as revenue in the operating statements. Fair value is determined by quoted market prices. See Note 4, "Pooled Cash, Cash Equivalents and Investments."

# G. Inventory

Inventories are stated at cost (first-in, first-out). The costs of inventory items are recorded as expenditures in the governmental funds when purchased.

#### H. Fixed Assets and Depreciation

The accounting and reporting treatment applied to fixed assets is determined by their ultimate use. Fixed assets acquired or constructed for general governmental purposes are recorded as expenditures in the governmental funds and are capitalized at cost (or estimated historical cost for assets not purchased in recent years) in the General Fixed Assets Account Group. Contributed fixed assets are recorded at fair market value at the date received.

Fixed assets consisting of certain improvements other than buildings, including roads, bridges, curbs and gutters, streets and sidewalks, drainage systems and lighting systems, have not been capitalized. Such assets normally are immovable and of value only to the City; therefore, the purpose of stewardship for capital expenditures can be satisfied without recording these assets. The City has elected not to record depreciation or capitalize interest in the General Fixed Assets Account Group.

#### I. <u>Long-Term Obligations</u>

Long-term liabilities are being repaid from the following funds:

Obligation	Fund
General Obligation Bond	General Bond Retirement Fund
Ohio Water Development Authority Loans	General Bond Retirement Fund
Ohio Public Works Commission Loan	General Bond Retirement Fund
Capital Lease	Capital Replacement Fund
Compensated Absences	General Fund

#### J. <u>Compensated Absences</u>

In accordance with GASB Statement No. 16, "*Accounting for Compensated Absences*," vacation and compensatory time are accrued as liabilities when an employee's right to receive compensation is attributable to services already rendered and it is probable that the employee will be compensated through paid time off or some other means, such as cash payments at termination or retirement. Leave time that has been earned but is unavailable for use as paid time off or as some other form of compensation because an employee has not met the minimum service time requirement, is accrued to the extent that it is considered to be probable that the conditions for compensation will be met in the future.

Sick leave is accrued using the vesting method, whereby the liability is recorded on the basis of leave accumulated by employees who are eligible to receive termination payments as of the balance sheet date, and on leave balances accumulated by other employees who are expected to become eligible in the future to receive such payments.

For governmental funds, the portion of unpaid compensated absences that is expected to be paid using expendable, available resources is reported as an expenditure in the fund from which the individual earning the leave is paid, and a corresponding liability is reflected in the account "Compensated Absences Payable." The long-term portion of the liability is reported in the General Long-Term Obligations Account Group.

# K. Pensions

The provision for pension costs is recorded when the related payroll is accrued and the obligation is incurred.

#### L. <u>Interfund Transactions</u>

During the course of normal operations, the City has numerous transactions between funds. Interfund transactions are generally classified as follows:

• Operating transfers are reported as "Other Financing Sources and Uses" in the governmental funds, as "Operating Transfers In" by the recipient fund, and "Operating Transfers Out" by the disbursing fund.

#### L. Interfund Transactions (Continued)

• Residual equity transfers are nonroutine or nonrecurring transfers between funds and are reported as additions to or deductions from the fund equity balance. The City did not perform any residual equity transfers in 2001.

Transactions that would be treated as revenues and expenditures if the transactions involved organizations external to the City are similarly treated when involving other funds of the City. The City also advances cash from one fund to another as necessary to meet current obligations.

#### M. <u>Reservations of Fund Balance</u>

Reserves indicate that a portion of fund balance is not available for expenditure or is legally segregated for a specific future use. Fund balances are reserved for inventory, prepaid items, debt service and encumbered amounts that have not been accrued at year end.

#### N. Total Columns on Combined Financial Statements - Overview

Total columns on the "Combined Financial Statements - Overview" are captioned "Memorandum Only" to indicate that they are presented only to facilitate financial analysis. Data in these columns do not present financial position or results of operations in conformity with generally accepted accounting principles, nor is such data comparable to a consolidation. Interfund eliminations have not been made in the aggregation of this data.

# NOTE 2 - CHANGES IN ACCOUNTING PRINCIPLE AND RESTATEMENT OF FUND BALANCE

#### A. Prior Period Adjustments

Certain adjustments were made to the beginning balance of the General Long-Term Obligations Account Group due to an accounting error in the reporting of the Ohio Water Development Authority loans payable. The balance increased \$367,693, from the previously reported amount of \$1,435,799, to the restated amount of \$1,803,492.

Also during 2001, the beginning fund balance of the capital projects funds has been restated to correct an error in accounting for retainage payables. The accounting error has required a restatement of beginning fund balance at December 31, 2000.

#### NOTE 2 - CHANGES IN ACCOUNTING PRINCIPLE AND RESTATEMENT OF FUND BALANCE (Continued)

#### B. Changes in Accounting Principles

For the year ended December 31, 2001, the City has implemented GASB Statement No. 33 "Accounting and Financial Reporting for Nonexchange Transactions" and GASB Statement No. 36 "Recipient Reporting for Certain Shared Nonexchange Revenues". At December 31, 2000, the implementation of GASB Statements No. 33 and 36 and the correction of the accounting error had the following effect on fund balances:

			Accounting	
	Fund Balance/(Deficit)	GASB	Error	Fund Balance/(Deficit)
	as Reported	33 & 36	Adjustment	as Restated
Fund Name	12/31/00	Implementation	Increase	12/31/00
General Fund	\$537,081	\$148,485	\$0	\$685,566
Special Revenue Funds	560,271	27,331	0	587,602
Capital Projects Funds	(340,980)	183,293	32,119	(125,568)

In addition to the above noted change to fund balance the restatement of fund balances had the following effect on prior year excess (deficiency) of revenues and other financing sources over (under) expenditures and other financing uses:

	Excess (Deficiency)			Excess (Deficiency)
	of Revenues and			of Revenues and
	Other Financing Sources		Accounting	Other Financing Sources
	Over (Under) Expenditures	GASB	Error	Over (Under) Expenditures
	and Other Financing Uses	33 & 36	Adjustment	and Other Financing Uses
Fund Name	as Reported 12/31/00	Implementation	Increase	as Restated 12/31/00
General Fund	(\$23,528)	\$148,485	\$0	\$124,957
Special Revenue Funds	165,108	27,331	0	192,439
Capital Projects Funds	(389,739)	183,293	32,119	(174,327)

#### NOTE 3 - COMPLIANCE AND ACCOUNTABILITY

*Fund Deficits:* The fund deficit at December 31, 2001 of \$710,068 in the Alcoa Project Fund (capital projects fund) is from the recognition of expenditures on a modified accrual basis of accounting, which are greater than expenditures on the budgetary basis of accounting. Deficits do not exist under the budgetary basis of accounting. The general fund provides operating transfers when cash is required, not when accruals occur.

# NOTE 4 - POOLED CASH, CASH EQUIVALENTS AND INVESTMENTS

Cash resources of a majority of individual funds are combined to form a pool of cash and investments. Each fund type's portion of this pool is displayed on the combined balance sheet as "Cash and Cash Equivalents." Ohio law requires the classification of funds held by the City into three categories.

Category 1 consists of "active" funds - those funds required to be kept in a "cash" or "cash equivalent" status for immediate use by the City. Such funds must be maintained either as cash in the City treasury or in depository accounts payable or withdrawable on demand, including negotiable order of withdrawal (NOW) accounts.

Category 2 consists of "inactive" funds - those funds not required for use within the current five year period of designation of depositories. Inactive funds may be deposited or invested only as certificates of deposit maturing not later than the end of the current period of designation of depositories.

Category 3 consists of "interim" funds - those funds which are not needed for immediate use but which will be needed before the end of the current period of designation of depositories. Interim funds may be invested or deposited in the following securities:

- United States treasury notes, bills, bonds, or any other obligation or security issued by the United States treasury or any other obligation guaranteed as to principal or interest by the United States;
- Bonds, notes, debentures, or any other obligations or securities issued by any federal government agency or instrumentality, including but not limited to, the federal national mortgage association, federal home loan bank, federal farm credit bank, federal home loan mortgage corporation, government national mortgage association, and student loan marketing association. All federal agency securities shall be direct issuances of federal government agencies or instrumentalities;
- Written repurchase agreements in the securities listed above provided that the market value of the securities subject to the repurchase agreement must exceed the principal value of the agreement by at least two percent and be marked to market daily, and that the term of the agreement must not exceed thirty days;
- Interim deposits in eligible institutions applying for interim funds;
- Bonds and other obligations of the State of Ohio;
- No-load money market mutual funds consisting exclusively of obligations described in the first two bullets of this section and repurchase agreements secured by such obligations, provided that investments in securities described in this division are made only through eligible institutions, and
- The State Treasury Asset Reserve of Ohio (STAR Ohio).

### NOTE 4 - POOLED CASH, CASH EQUIVALENTS AND INVESTMENTS (Continued)

Ohio Law requires that deposits be placed in eligible banks or savings and loan associations located in Ohio. Any public depository in which the City places deposits must pledge as collateral eligible securities of aggregate market value equal to the excess of deposits not insured by the Federal Deposit Insurance Corporation (FDIC). The securities pledged as collateral are pledged to a pool for each individual financial institution in amounts equal to at least 105% of the carrying value of all public deposits held by each institution. Obligations that may be pledged as collateral are limited to obligations of the United States and its agencies and obligations of any state, county, municipal corporation or other legally constituted authority of any other state or any instrumentality of such county, municipal corporation or other authority. Based upon criteria described in GASB Statement No. 3 "Deposits With Financial Institutions, Investments (including Repurchase Agreements) and Reverse Repurchase Agreements," collateral held in single financial collateral pools with securities being held by the pledging financial institutions' agent in the pool's name are classified as Category 3.

The Governmental Accounting Standards Board has established risk categories for deposits and investments as follows:

Deposits:

Category 1	Insured or collateralized with securities held by the City or by its agent in the City's name.
Category 2	Collateralized with securities held by the pledging financial institution's trust department or agent in the City's name.
Category 3	Uncollateralized or collateralized with securities held by the pledging financial institution's trust department or agent but not in the City's name.
Investments:	
Category 1	Insured or registered, or securities held by the City or its agent in the City's name.
Category 2	Uninsured and unregistered, with securities held by the counterparty's trust department or agent in the City's name.
Category 3	Uninsured and unregistered, with securities held by the counterparty or by its trust department or agent but not in the City's name.

#### A. Deposits

At year end the carrying amount of the City's deposits was \$1,311,289 and the bank balance was \$1,410,012. The Federal Deposit Insurance Corporation (FDIC) covered \$100,000 of the bank balance. All remaining deposits were classified as Category 3. In addition, the City had \$700 petty cash on hand.

#### NOTE 4 - POOLED CASH, CASH EQUIVALENTS AND INVESTMENTS (Continued)

#### B. Investments

The City's investments at December 31, 2001 are summarized below:

	Category	Fair
Categorized Investments	2	Value
Repurchase Agreement	\$253,907	\$253,907

#### C. Reconciliation of Cash, Cash Equivalents and Investments

The classification of cash, cash equivalents and investments on the combined financial statements is based on criteria set forth in GASB Statement No. 9. Repurchase agreements are treated as cash and cash equivalents. The classification of cash and cash equivalents (deposits) for purposes of this note is based on criteria set forth in GASB Statement No. 3.

A reconciliation between classifications of cash and investments on the combined financial statements and the classifications per items A and B of this note are as follows:

	Cash and Cash	
	Equivalents *	Investments
Per Combined Balance Sheet	\$1,565,896	\$0
Investments:		
Repurchase Agreement	(253,907)	253,907
Per GASB Statement No. 3	\$1,311,989	\$253,907

\* Includes Cash with Fiscal Agent and Petty Cash.

#### NOTE 5 - TAXES

#### A. Property Taxes

Property taxes include amounts levied against all real estate and public utility property, and tangible personal property used in business and located in the City. Real property taxes (other than public utility) collected during 2001 were levied after October 1, 2000 on assessed values as of January 1, 2000, the lien date. Assessed values were established by the County Auditor at 35 percent of appraised market value. All property is required to be reappraised every six years and equalization adjustments made in the third year following reappraisal. The last revaluation was completed in 1999. Real property taxes are payable annually or semi-annually. The first payment is due January 20, with the remainder payable by June 20.

# **NOTE 5 – TAXES** (Continued)

#### A. <u>Property Taxes</u> (Continued)

Taxes collected from tangible personal property (other than public utility) in one calendar year are levied in the prior calendar year on assessed values during and at the close of the most recent fiscal year of the taxpayer that ended on or before March 31 of that calendar year, and at the tax rates determined in the preceding year. Tangible personal property used in business (except for public utilities) is currently assessed for ad valorem taxation purposes at 25 percent of its true value. Amounts paid by multi-county taxpayers are due September 20 of the year assessed. Single county taxpayers may pay annually or semi-annually: the first payment is due April 30; the remainder payable by September 20.

Public utility real and tangible personal property taxes collected in one calendar year are levied in the preceding calendar year on assessed values determined as of December 31 of the second year preceding the tax collection year, the lien date. Certain public utility tangible personal property is currently assessed at 100 percent of its true value. Public utility property taxes are payable on the same dates as real property described previously.

The County Treasurer collects property taxes on behalf of all taxing districts in the County including the City of Northwood. The County Auditor periodically remits to the City its portion of the taxes collected.

The full tax rate for all City operations for the year ended December 31, 2001 was \$1.60 per \$1,000 of assessed value. The assessed value upon which the 2001 tax receipts were based was \$130,617,313. This amount constitutes \$95,993,720 in real property assessed value, \$6,769,490 in public utility assessed value and \$27,854,103 in tangible personal property assessed value.

Ohio law prohibits taxation of property from all taxing authorities in excess of 1% of assessed value without a vote of the people. Under current procedures, the City's share is .16% (1.60 mills) of assessed value.

#### B. Income Tax

The City levies a tax of 1.5% on all salaries, wages, commissions and other compensation and on net profits earned within the City as well as on incomes of residents earned outside the City. In the latter case, the City allows a credit of 100% of the tax paid to another municipality to a maximum of the total amount assessed.

Employers within the City are required to withhold income tax on employees compensation and remit the tax to the City either monthly or quarterly, as required. Corporations and other individual taxpayers are required to pay their estimated tax quarterly and file a declaration annually.

#### **NOTE 6 - RECEIVABLES**

Receivables at December 31, 2001 consisted of taxes, interfund loans, special assessments, accounts receivable and intergovernmental receivables.

#### **NOTE 7 - OPERATING TRANSFERS**

Following is a summary of operating transfers in and out for all funds for 2001:

Fund	Transfer In	Transfer Out
General Fund	\$0	\$197,830
Special Revenue Funds:		
Water Fund	43,600	93,600
Sanitary Sewer Operation, Maintenance and Repair Fund	0	100,469
Total Special Revenue Funds	43,600	194,069
Debt Service Fund	157,220	0
Capital Projects Funds:		
Capital Improvement Municipal Tax Fund	100,469	235,782
Wales Road West Construction Fund	15,292	0
Issue II Fund	167,500	0
Alcoa Project Fund	143,600	0
Total Capital Projects Funds	426,861	235,782
Totals	\$627,681	\$627,681

#### NOTE 8 - INTERFUND RECEIVABLES AND PAYABLES

The following is a summary of interfund receivables and payables for all funds at December 31, 2001:

	Interfund	Interfund
	Loan	Loan
	Receivable	Payable
Capital Projects Funds:		
Capital Improvement Municipal Tax Fund	\$0	\$44,889
Issue II Fund	44,889	0
Totals	\$44,889	\$44,889

# NOTE 9 - FIXED ASSETS

	December 31,			December 31,
Category	2000	Additions	Deletions	2001
Land and Improvements	\$551,364	\$59,149	\$0	\$610,513
Buildings and Improvements	2,095,092	57,633	0	2,152,725
Machinery, Equipment,				
Furniture and Fixtures	681,307	301,359	(27,644)	955,022
Vehicles	1,611,766	401,770	(107,237)	1,906,299
Totals	\$4,939,529	\$819,911	(\$134,881)	\$5,624,559

General Fixed Assets Summary by category of changes in general fixed assets:

# NOTE 10 – DEFINED BENEFIT PENSION PLANS

All of the City's full-time employees participate in one of two separate retirement systems which are cost-sharing multiple employer defined benefit pension plans.

### A. <u>Public Employees Retirement System (the "PERS of Ohio")</u>

The following information was provided by the PERS of Ohio to assist the City in complying with GASB Statement No. 27, "Accounting for Pensions by State and Local Government Employers."

All employees of the City, except full-time uniformed police officers and full-time firefighters, participate in the PERS of Ohio, a cost-sharing multiple employer defined benefit pension plan. The PERS of Ohio provides retirement and disability benefits, annual cost-of-living adjustments and death benefits to plan members and beneficiaries. Chapter 145 of the Ohio Revised Code provides statutory authority to establish and amend benefits. The Public Employees Retirement System of Ohio issues a stand-alone financial report that includes financial statements and required supplementary information for the PERS of Ohio. Interested parties may obtain a copy by making a written request to 277 East Town Street, Columbus, Ohio 43215-4642 or by calling (614) 466-2085 or 1-800-222-7377.

The Ohio Revised Code provides statutory authority for employee and employer contributions. The employee contribution rate is 8.5%. The 2001 employer contribution rate for local government employer units was 13.55%, of covered payroll, 9.25% to fund the pension and 4.3% to fund health care. The contribution requirements of plan members and the City are established and may be amended by the Public Employees Retirement Board. The City's contributions to the PERS of Ohio for the years ending December 31, 2001, 2000 and 1999 were \$139,752, \$116,575 and \$138,725, respectively, which were equal to the required contributions for each year.

The PERS of Ohio provides postemployment health care benefits to age and service retirants with ten or more years of qualifying Ohio service credit and to primary survivor recipients of such retirants. Health care coverage for disability recipients is also available. The health care coverage provided by the PERS of Ohio is considered an Other Postemployment Benefit (OPEB) as described in GASB Statement No. 12. A portion of each employer's contribution to the PERS of Ohio is set aside for the funding of post retirement health care. The Ohio Revised Code provides statutory authority requiring public employers to fund postemployment health care through their contributions to the PERS of Ohio. The portion of the 2001 employer contribution rate (identified above) that was used to fund health care for the year 2001 was 4.3% of covered payroll which amounted to \$44,349.

# **NOTE 10 – DEFINED BENEFIT PENSION PLANS** (Continued)

### A. Public Employees Retirement System (the "PERS of Ohio") (Continued)

The significant actuarial assumptions and calculations relating to postemployment health care benefits were based on the PERS of Ohio's latest actuarial review performed as of December 31, 2000. An entry age normal actuarial cost method of valuation is used in determining the present value of OPEB. The difference between assumed and actual experience (actuarial gains and losses) becomes part of unfunded actuarial accrued liability. All investments are carried at market value. For actuarial valuation purposes, a smoothed market approach is used. Under this approach assets are adjusted annually to reflect 25% of unrealized market appreciation or depreciation on investment assets. The investment assumption rate for 2000 was 7.75%. An annual increase of 4.75% compounded annually, is the base portion of the individual pay increase assumption. This assumes no change in the number of active employees. Additionally, annual pay increases, over and above the 4.75% base increase, were assumed to range from 0.54% to 5.1%. Health care costs were assumed to increase 4.75% annually.

Benefits are advanced-funded on an actuarially determined basis. The number of active contributing participants was 411,076. The actuarial value of the PERS of Ohio net assets available for OPEB at December 31, 2000 is \$11,735.9 million. The actuarially accrued liability and the unfunded actuarial accrued liability, based on the actuarial cost method used, were \$14,364.6 million and \$2,628.7 million, respectively.

### B. Ohio Police and Fire Pension Fund (the "OP&F Fund")

All City full-time police officers and full-time firefighters participate in the OP&F Fund, a costsharing multiple-employer defined benefit pension plan. The OP&F Fund provides retirement and disability benefits, annual cost of living adjustments and death benefits to plan members and beneficiaries. Contribution requirements and benefit provisions are established by the Ohio State Legislature and are codified in Chapter 742 of the Ohio Revised Code. The Ohio Police and Fire Pension Fund issues a stand-alone financial report that includes financial statements and required supplementary information for the OP&F Fund. Interested parties may obtain a copy by making a written request to 140 East Town Street, Columbus, Ohio 43215-5164 or by calling (614) 228-2975.

Plan members are required to contribute 10.0% of their annual covered salary, while employers are required to contribute 19.5% and 24.0% respectively for police officers and firefighters. The City's contributions to the OP&F Fund for the years ending December 31, 2001, 2000 and 1999 were \$176,832, \$165,615 and \$138,760 for police and \$11,661, \$11,160 and \$4,729 for firefighters, respectively, which were equal to the required contributions for each year.

The OP&F Fund provides postemployment health care coverage to any person who received or is eligible to receive a monthly benefit check or is a spouse or eligible dependent child of such person. An eligible dependent child is any child under the age of 18 whether or not the child is attending school, or under the age of 22 if attending school on a full-time or two-thirds basis. The health care coverage provided by the OP&F Fund is considered an Other Postemployment Benefit (OPEB) as described in GASB Statement No. 12. The Ohio Revised Code provides that

#### NOTE 10 – DEFINED BENEFIT PENSION PLANS (Continued)

#### B. Ohio Police and Fire Pension Fund (the "OP&F Fund") (Continued)

health care costs paid from the funds of the OP&F Fund shall be included in the employer's contribution rate. The Ohio Revised Code also provides statutory authority allowing the Fund's Board of Trustees to provide postemployment health care coverage to all eligible individuals from the employer's contributions to the OP&F Fund.

The portion of the 2001 covered payroll that was used to fund postemployment health care benefits was \$68,012 representing 7.5% of covered payroll for police and \$3,644 representing 7.5% of covered payroll for fire. Health care funding and accounting was on a pay-as-you-go basis. 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. As of December 31, 2000, the date of the last actuarial evaluation available, the number of participants eligible to receive health care benefits was 12,853 for police and 10,037 for firefighters. The OP&F Fund does not provide separate data on the funded status and funding progress of postemployment health care benefits. The Fund's total health care expenses for the year ended December 31, 2000 were \$106,160,054, which was net of member contributions of \$5,657,431.

#### NOTE 11 - COMPENSATED ABSENCES

The costs of vacation and sick leave benefits are recorded as they are earned. Employees earn vacation leave at varying rates based upon length of service. Sick leave is earned at various rates as defined by City policy and union contracts. Employees are paid for 100 percent of earned, unused vacation leave upon termination. Any employee with more than ten years of full-time service with the City who elects to retire is entitled to receive one-fourth of the value of their accumulated unused sick leave up to a maximum of thirty to forty-five days.

As of December 31, 2001, the long-term liability for unpaid compensated absences was \$172,856 for all funds of the City. The current portion of the liability is recorded within the appropriate fund and the long-term portion of the liability is reported in the General Long-Term Obligations Account Group. There was no current portion of the liability for the fiscal year 2001.

#### NOTE 12 - NOTES PAYABLE

The Ohio Revised Code provides that notes including renewal notes issued in anticipation of the issuance of general obligation bonds may be issued and outstanding from time to time up to a maximum period of 20 years from the date of issuance of the original notes. The maximum maturity for notes anticipating general obligation bonds payable from special assessments is five years. Any period in excess of five years must be deducted from the permitted maximum maturity of the bonds anticipated, and portions of the principal amount of notes outstanding for more than five years must be retired in amounts at least equal to, and payable no later than, those principal maturities required if the bonds had been issued at the expiration of the initial five year period. Bond anticipated by the notes, or from available funds of the City or a combination of these sources.

			Balance		Balance
		Maturity	December 31,	Issued	December 31,
		Date	2000	(Retired)	2001
Special A	Assessment Notes:				
5.45%	Street Improvements	2001	\$800,000	(\$800,000)	\$0
3.50%	Street Improvements	2002	0	700,000	700,000
	Totals		\$800,000	(\$100,000)	\$700,000

### NOTE 13 - LONG-TERM OBLIGATIONS

Activity in the General Long-Term Obligations Account Group in 2001 was as follows:

	Issue	Restated Balance December 31,	Issued	Balance December 31,
	Date	2000	(Retired)	2001
General Long-Term Debt:				
General Obligation Bond:				
9.00% Municipal Building Improvement	1992	\$225,000	(\$110,000)	\$115,000
Ohio Public Works Commission Loan:				
0.00% Wales Road Pavement & Storm Drainage	1999	178,400	(9,390)	169,010
Ohio Water Development Authority (OWDA) Loans:				
5.88% Oregon Road Water Line	1997	784,734	(12,627)	772,107
5.66% Oregon Road Trunk				
Water Main Phase II	1998	342,007	(7,901)	334,106
Total OWDA Loans		1,126,741	(20,528)	1,106,213
Total General Long-Term Debt		1,530,141	(139,918)	1,390,223
Other Long-Term Obligations:				
Compensated Absences		98,608	74,248	172,856
Capital Lease		174,743	(40,388)	134,355
Total Other Long-Term Obligations		273,351	33,860	307,211
Total General Long-Term Debt and				
Other Long-Term Obligations		\$1,803,492	(\$106,058)	\$1,697,434

### NOTE 13 - LONG-TERM OBLIGATIONS (Continued)

The City's future long-term obligation funding requirements, including principal and interest payments as of December 31, 2001, follow:

	General Obligation Bond		OWDA Loans	
Years	Principal	Interest	Principal	Interest
2002	\$115,000	\$6,670	\$27,151	\$64,310
2003	0	0	28,730	62,732
2004	0	0	30,400	61,062
2005	0	0	32,167	59,295
2006	0	0	34,036	57,426
2007-2011	0	0	202,263	255,047
2012-2016	0	0	268,297	189,013
2017-2035	0	0	483,169	111,334
Totals	\$115,000	\$6,670	\$1,106,213	\$860,219
	OPWC Loan			
	OPWC	Loan	Capital L	ease
Years	OPWC Principal	Loan Interest	Capital L Principal	ease Interest
Years 2002			<b>^</b>	
	Principal	Interest	Principal	Interest
2002	Principal \$9,389	Interest \$0	Principal \$42,511	Interest \$6,429
2002 2003	Principal \$9,389 9,390	Interest \$0 0	Principal \$42,511 44,746	Interest \$6,429 4,193
2002 2003 2004	Principal \$9,389 9,390 9,389	Interest \$0 0 0	Principal \$42,511 44,746 47,098	Interest \$6,429 4,193 1,842
2002 2003 2004 2005	Principal \$9,389 9,390 9,389 9,389	Interest \$0 0 0 0	Principal \$42,511 44,746 47,098 0	Interest \$6,429 4,193 1,842 0
2002 2003 2004 2005 2006	Principal \$9,389 9,390 9,389 9,389 9,389 9,389	Interest \$0 0 0 0 0 0	Principal \$42,511 44,746 47,098 0 0	Interest \$6,429 4,193 1,842 0 0
2002 2003 2004 2005 2006 2007-2011	Principal \$9,389 9,390 9,389 9,389 9,389 9,389 46,947	Interest \$0 0 0 0 0 0 0	Principal \$42,511 44,746 47,098 0 0 0	Interest \$6,429 4,193 1,842 0 0 0

# NOTE 14 - CAPITALIZED LEASE

The City leases a vactor unit under a capital lease. The cost of the equipment obtained under the capital lease for the vactor unit is included in the General Fixed Assets Account Group and the related liability included in the General Long-Term Obligations Account Group.

The following is a schedule of future minimum lease payments under the capital lease together with the present value of the net minimum lease payments as of December 31, 2001:

	General Long-Term
Year Ending December 31,	<b>Obligations Account Group</b>
2002	\$48,940
2003	48,939
2004	48,940
Minimum Lease Payments	146,819
Less amount representing	
interest at the City's incremental	
borrowing rate of interest	(12,464)
Present value of minimum lease payments	\$134,355

# **NOTE 15 - CONSTRUCTION COMMITMENTS**

As of December 31, 2001 the City had the following commitments with respect to capital projects:

	Remaining	Expected
	Construction	Date of
Project	Commitment	Completion
Arbor Drive	\$3,306	2002
I-75 / Wales Road Project	60,000	2002
Wales Road Street Project	33,000	2002
Police Tower	70,571	2002
Total	\$166,877	

### NOTE 16 - RISK MANAGEMENT

The City is exposed to various risks of loss related to torts; theft of, damage to, and destruction of assets; errors and omissions; and natural disasters. The City also purchases insurance coverage to provide employee health benefits and pays unemployment claims to the State of Ohio as incurred.

During 2001 the City contracted with several different insurance providers for various insurance coverages, as follows:

Type of Coverage	Coverage	Deductible
Auto Fleet Liability/Physical Damage	\$5,000,000	\$250/500
Auto Uninsured-Underinsured	\$1,000,000	\$0
General Liability	\$7,000,000	\$0
Property (building and contents)	\$3,936,486	\$1,000
Firefighters Liability	\$7,000,000	\$0
Inland Marine Equipment	\$1,263,584	\$250
Boiler and Machinery	\$3,936,486	\$1,000
Law Enforcement Liability	\$6,000,000	\$1,000
Public Officials Liability	\$6,000,000	\$2,500
Electronic Data and Equipment	\$79,134	\$250
Valuable Papers and Records	\$100,000	\$0
Extra Expense	\$175,000	\$0
Employee Benefits Liability	\$3,000,000	\$0
EMT Professional Liability	\$7,000,000	\$0
Ohio Employers Liability	\$7,000,000	\$0
Crime Coverage:		
Blanket Bond	\$50,000	\$0
Monies & Securities (Outside Premises)	\$25,000	\$0
Monies & Securities (Inside Premises)	\$25,000	\$0

The City provides a self-funded dental insurance program for its employees which is funded through the general fund. GASB Statement No. 10, "Accounting and Financial Reporting for Risk Financing and Related Insurance Issues," requires that a liability for claims be reported if information prior to issuance of the financial statements indicates that it is probable that a liability has been incurred at the date of the financial statements and the amount of the loss can be reasonably estimated. There were no claims payable as of December 31, 2001.

# NOTE 16 - RISK MANAGEMENT (Continued)

Changes in the claims liability amount in fiscal 2001 were:

	Beginning of	Current Year Claims and	Claims	Balance at
Fiscal Year	Year Liability	Changes in Estimates	Payments	Year End
2000	\$793	\$11,792	(\$12,343)	\$242
2001	242	10,877	(11,119)	0

Workers' compensation claims are covered through the City's participation in the State of Ohio's program. The City pays the State Workers' Compensation System a premium based upon a rate per \$100 of payroll. The rate is determined based on accident history and administrative costs.

There has been no significant reduction in insurance coverages from coverages in the prior year. In addition, settled claims resulting from these risks have not exceeded commercial insurance coverages in any of the past three fiscal years.

### NOTE 17 - CONTINGENCIES

The City is a party to various legal proceedings which seek damages or injunctive relief generally incidental to its operations and pending projects. The City's management is of the opinion that the ultimate disposition of various claims and legal proceedings will not have a material effect on the financial condition of the City.

The City has received several federal and state grants for specific purposes which are subject to review and audit by the grantor agencies. Such audits could lead to requests for reimbursements to grantor agencies for expenditures disallowed under the terms of the grant. Based upon prior experience, City management believes such disallowances, if any, will be immaterial.

# Combining and Individual Fund and Account Group Statements and Schedules

**T**he following combining statements and schedules include the General Fund, Special Revenue Funds, Capital Projects Funds, Fiduciary Funds and the General Fixed Assets Account Group. This Page is Intentionally Left Blank.

The General Fund is used to account for government resources not accounted for in any other fund. The General Fund balance is available to the City for any purpose provided it is expended or transferred according to the Charter and/or the general laws of Ohio.

## GENERAL FUND

			Variance:
	Revised		Favorable
	Budget	Actual	(Unfavorable)
<u>Revenues:</u>	<b>** ** *</b>	<b>**</b> • • • • • • • •	( <b>h2</b> < 0.00)
Taxes	\$2,439,100	\$2,402,101	(\$36,999)
Intergovernmental Revenues	824,704	817,782	(6,922)
Charges for Services	14,625	13,649	(976)
Licenses, Permits and Fees	307,500	301,850	(5,650)
Investment Earnings	73,800	72,768	(1,032)
Special Assessments	45,800	45,214	(586)
Fines and Forfeitures	158,100	155,471	(2,629)
Donations	5,550	5,312	(238)
All Other Revenues	60,500	60,048	(452)
Total Revenues	3,929,679	3,874,195	(55,484)
Expenditures:			
Security of Persons and Property:			
Police Department:			
Personal Services	1,352,125	1,346,539	5,586
Contractual Services	42,600	40,675	1,925
Materials and Supplies	72,030	64,247	7,783
Capital Outlay	27,061	26,663	398
Total Police Department	1,493,816	1,478,124	15,692
Fire Department:			
Personal Services	261,275	259,396	1,879
Contractual Services	27,080	25,486	1,594
Materials and Supplies	88,287	85,135	3,152
Capital Outlay	29,900	29,759	141
Total Fire Department	406,542	399,776	6,766
Civil Defense:			
Contractual Services	1,400	1,377	23
Total Civil Defense	1,400	1,377	23
Police and Fire Communications:			
Personal Services	239,200	237,357	1,843
Contractual Services	7,630	7,046	584
Materials and Supplies	3,750	2,522	1,228
Capital Outlay	6,200	5,491	709
Total Police and Fire Communications	256,780	252,416	4,364

## GENERAL FUND

	Revised		Variance: Favorable
	Budget	Actual	(Unfavorable)
Street Lighting: Contractual Services	2 100	2.051	40
Total Street Lighting	3,100	3,051 3,051	49 49
	5,100	5,051	49
Railroad Lighting:			
Contractual Services	5,600	5,367	233
Total Railroad Lighting	5,600	5,367	233
Total Security of Persons and Property	2,167,238	2,140,111	27,127
Public Health and Welfare Services: County Board of Health:			
Contractual Services	6,600	6,325	275
Total Public Health and Welfare Services	6,600	6,325	275
	· · · · · ·		
Leisure Time Activities:			
Parks and Playgrounds: Personal Services	14,900	14 109	792
Contractual Services		14,108 8,887	963
	9,850 4,550	8,887 3,498	963 1,052
Materials and Supplies Capital Outlay	4,330 5,500	3,498 4,483	1,032
Total Parks and Playgrounds	34,800	30,976	3,824
	54,000	50,970	5,624
Recreation:			
Contractual Services	21,750	21,525	225
Materials and Supplies	1,575	1,485	90
Total Recreation	23,325	23,010	315
Baseball Programs:			
Personal Services	5,975	5,744	231
Contractual Services	7,425	4,837	2,588
Materials and Supplies	7,400	7,322	78
Total Baseball Programs	20,800	17,903	2,897
Special Events:			
Materials and Supplies	3,600	3,551	49
Total Special Events	3,600	3,551	49
Total Leisure Time Activities	82,525	75,440	7,085
			(Continued)

#### GENERAL FUND

	Revised		Variance: Favorable
	Budget	Actual	(Unfavorable)
Community Environment:			
Planning and Zoning:	15.040	44.011	100
Personal Services	45,040	44,911	129
Contractual Services	10,900	10,877	23
Materials and Supplies	2,025	1,945	80
Capital Outlay	1,210	1,167	43
Total Planning and Zoning	59,175	58,900	275
Weed Control and Tree Care:			
Personal Services	13,450	13,289	161
Contractual Services	26,050	25,633	417
Materials and Supplies	886	562	324
Capital Outlay	2,000	1,859	141
Total Weed Control and Tree Care	42,386	41,343	1,043
Economic Development:			
Contractual Services	1,500	1,340	160
Materials and Supplies	13,750	12,777	973
Total Economic Development	15,250	14,117	1,133
Insect Control:			
Personal Services	800	762	38
Materials and Supplies	4,200	4,054	146
Total Insect Control	5,000	4,816	184
Total Community Environment	121,811	119,176	2,635
Basic Utility Services:			
Storm Sewers and Drains:			
Personal Services	18,000	17,009	991
Contractual Services	14,800	13,540	1,260
Materials and Supplies	7,800	6,908	892
Total Storm Sewers and Drains	40,600	37,457	3,143
Garbage and Refuse Collection:			
Personal Services	300	264	36
Contractual Services	50	0	50
Total Garbage and Refuse Collection	350	264	86

## GENERAL FUND

			Variance:
	Revised	A	Favorable
I I a durante Mariante a conservation	Budget	Actual	(Unfavorable)
Hydrant Maintenance:	4.050	4 001	50
Personal Services	4,950	4,891	59
Materials and Supplies	900	881	19
Total Hydrant Maintenance	5,850	5,772	78
Total Basic Utility Services	46,800	43,493	3,307
Transportation:			
Street Maintenance and Repair:			
Personal Services	150,850	146,352	4,498
Contractual Services	6,050	4,985	1,065
Materials and Supplies	13,100	11,904	1,196
Capital Outlay	700	574	126
Total Street Maintenance and Repair	170,700	163,815	6,885
Sidewalks and Crossings:			
Personal Services	1,175	1,172	3
Contractual Services	225	174	51
Total Sidewalks and Crossings	1,400	1,346	54
Storm Emergency:			
Personal Services	600	504	96
Total Storm Emergency	600	504	96
Traffic Signals and Signs:			
Personal Services	3,100	2,630	470
Materials and Supplies	100	96	4
Total Traffic Signals and Signs	3,200	2,726	474
Total Transportation	175,900	168,391	7,509

## GENERAL FUND

			Variance:
	Revised	A	Favorable
General Government:	Budget	Actual	(Unfavorable)
Mayor: Personal Services	16,035	12,987	3,048
Contractual Services	1,450	12,987	3,048 242
	2,226	619	
Materials and Supplies	3,700	3,250	1,607 450
Capital Outlay Total Mayor	23,411	18,064	5,347
Finance Director:			
Personal Services	224,635	223,449	1,186
Contractual Services	19,025	18,785	240
Materials and Supplies	8,200	8,085	115
Capital Outlay	11,290	10,996	294
Total Finance Director	263,150	261,315	1,835
City Administrator:			
Personal Services	107,725	106,705	1,020
Contractual Services	1,550	971	579
Materials and Supplies	3,825	2,844	981
Capital Outlay	5,250	5,231	19
Total City Administrator	118,350	115,751	2,599
Legal Administration:			
Personal Services	8,565	7,925	640
Contractual Services	37,650	35,797	1,853
Materials and Supplies	4,550	3,623	927
Total Legal Administration	50,765	47,345	3,420
City Cars:			
Materials and Supplies	650	648	2
Total City Cars	650	648	2
City Council:			
Personal Services	49,300	48,374	926
Contractual Services	1,600	1,119	481
Materials and Supplies	7,885	4,663	3,222
Capital Outlay	400	0	400
Total City Council	59,185	54,156	5,029

## GENERAL FUND

			Variance:
	Revised		Favorable
	Budget	Actual	(Unfavorable)
City Clerk:			
Personal Services	43,795	43,423	372
Contractual Services	10,565	10,184	381
Materials and Supplies	1,050	461	589
Capital Outlay	1,120	169	951
Total City Clerk	56,530	54,237	2,293
Mayor's Court:			
Personal Services	83,575	83,122	453
Contractual Services	39,700	38,005	1,695
Materials and Supplies	13,050	7,114	5,936
Capital Outlay	500	500	0
Total Mayor's Court	136,825	128,741	8,084
Civil Service Commission:			
Personal Services	1,360	1,086	274
Contractual Services	2,370	1,547	823
Materials and Supplies	375	78	297
Total Civil Service Commission	4,105	2,711	1,394
Buildings and Grounds:			
Personal Services	82,445	81,324	1,121
Contractual Services	45,070	44,450	620
Materials and Supplies	11,450	11,002	448
Other Expenditures	250	128	122
Capital Outlay	600	584	16
Total Buildings and Grounds	139,815	137,488	2,327
General Miscellaneous:			
Contractual Services	53,150	51,384	1,766
Total General Miscellaneous	53,150	51,384	1,766
Special Assessments:			
Personal Services	1,850	1,397	453
Contractual Services	63,885	60,506	3,379
Materials and Supplies	300	0	300
Capital Outlay	2,500	2,333	167
Total Special Assessments	68,535	64,236	4,299

## GENERAL FUND

Contractual Services260,096257,220Materials and Supplies11,0009,230Total General Administrative289,471282,219	rable) 2,606 2,876 1,770 7,252
General Administrative:Personal Services18,375Contractual Services260,096Materials and Supplies11,0009,230Total General Administrative289,471282,219	2,606 2,876 1,770 7,252
Personal Services18,37515,769Contractual Services260,096257,220Materials and Supplies11,0009,230Total General Administrative289,471282,219	2,876 1,770 7,252
Contractual Services260,096257,220Materials and Supplies11,0009,230Total General Administrative289,471282,219	2,876 1,770 7,252
Materials and Supplies11,0009,230Total General Administrative289,471282,219	1,770 7,252
Total General Administrative289,471282,219	7,252
Total General Government         1,263,942         1,218,295         4	5,647
Total Expenditures         3,864,816         3,771,231         9	3,585
Excess (Deficiency) of	
Revenues Over (Under) Expenditures64,863102,9643	8,101
Other Financing Sources (Uses):	
Proceeds from Sale of Fixed Assets 3,250 3,232	(18)
Operating Transfers Out         (197,830)	0
Total Other Financing Sources (Uses)(194,580)(194,598)	(18)
Excess (Deficiency) of Revenues	
and Other Financing Sources Over (Under)	
Expenditures and Other Financing Uses (129,717) (91,634) 3	8,083
Fund Balance at Beginning of Year384,242384,242	0
Prior Year Encumbrances 7,151 7,151	0
Fund Balance at End of Year         \$261,676         \$299,759         \$3	8,083



Special Revenue funds are used to account for the proceeds of specific revenue sources (other than amounts relating to major capital projects) that are legally restricted to expenditures for specified purposes.

#### **Street Maintenance and Repair Fund**

To account for that portion of the state gasoline tax and motor vehicle registration fees designated for maintenance and repair of dedicated streets.

#### **Motor Vehicle License Tax Fund**

To account for county-levied motor vehicle registration fees designated for street construction, maintenance and repair.

#### **State Highway Improvement Fund**

To account for that portion of the state gasoline tax and motor vehicle registration fees designated for street maintenance and repair of state highways within the City.

## Northwood Waste/Environmental Fund

To account for the portion of disposal fees designated by City Ordinance to be used for monitoring and related expenses associated with a privately owned and operated solid waste disposal site located within the City.

## **Drug Fine Fund**

To account for proceeds from mandatory drug fines disbursed for law enforcement purposes.

## **Special Law Enforcement Fund**

To account for proceeds received from the sale of property confiscated/forfeited during criminal related arrests. Expenditures are to be used solely for law enforcement purposes.

## **Enforcement and Education Fund**

To account for financial resources used to educate and treat persons with alcohol related problems and to enhance law enforcement activities as a deterrent to the operation of motor vehicles while under the influence of alcohol.

#### **Computerized Research Fund**

To account for the acquisition, improvement, replacement and repair of the computerized research system of the Mayor's Court.

#### Water Fund

To account for water related fees and surcharges used for maintenance and repair of waterlines within the City.

#### Sanitary Sewer Operation, Maintenance and Repair Fund

To account for user charges collected by the City of Toledo for Northwood to be used for maintenance and repair of sanitary sewers.

## **Keep Northwood Beautiful Fund**

To account for donations used to promote Northwood Clean-Up Day and for a recycling program.

## THE CITY OF NORTHWOOD, OHIO COMBINING BALANCE SHEET SPECIAL REVENUE FUNDS DECEMBER 31, 2001

	Street Maintenance and Repair	Motor Vehicle License Tax	State Highway Improvement	Northwood Waste/ Environmental	Drug Fine
Assets:					
Cash and Cash Equivalents	\$70,341	\$8,879	\$19,807	\$34,718	\$8,743
Receivables (net of allowances					
for doubtful accounts)					
Taxes	0	6,459	0	0	0
Accounts	0	0	0	2,678	857
Intergovernmental Receivables	90,585	0	6,530	0	0
Inventory of Supplies at Cost	29,420	0	0	0	0
Prepaid Items	32	0	0	0	0
Total Assets	\$190,378	\$15,338	\$26,337	\$37,396	\$9,600
Liabilities and Fund Equity:					
Liabilities:					
Accounts Payable	\$427	\$3,690	\$1,403	\$0	\$0
Accrued Wages and Benefits	6,211	0	308	1,112	0
Deferred Revenue	60,390	4,306	4,353	0	0
Total Liabilities	67,028	7,996	6,064	1,112	0
Fund Equity:					
Reserved for Encumbrances	0	0	0	0	0
Reserved for Supplies Inventory	29,420	0	0	0	0
Reserved for Prepaid Items	32	0	0	0	0
Unreserved	93,898	7,342	20,273	36,284	9,600
Total Fund Equity	123,350	7,342	20,273	36,284	9,600
Total Liabilities and Fund Equity	\$190,378	\$15,338	\$26,337	\$37,396	\$9,600

## THE CITY OF NORTHWOOD, OHIO COMBINING BALANCE SHEET SPECIAL REVENUE FUNDS DECEMBER 31, 2001

Special Law Enforcement	Enforcement and Education	Computerized Research	Water	Sanitary Sewer Operation, Maintenance and Repair	Keep Northwood Beautiful	Totals
\$29,518	\$5,227	\$46,252	\$60,691	\$193,616	\$33,269	\$511,061
0 0 0	0 0 0	0 0 0	0 7,642 0	0 6,653 0	0 0 0	6,459 17,830 97,115
0	0	0	0 0	0	0	29,420 32
\$29,518	\$5,227	\$46,252	\$68,333	\$200,269	\$33,269	\$661,917
\$0 0 0	\$0 0 0	\$0 0 0	\$0 0 0	\$0 197 0	\$0 0 0	\$5,520 7,828 69,049
0	0	0	0	197	0	82,397
3,719 0 0 25,799	0 0 5,227	0 0 46,252	0 0 0 68,333	0 0 200,072	0 0 33,269	3,719 29,420 32 546,349
29,518	5,227	46,252	68,333	200,072	33,269	579,520
\$29,518	\$5,227	\$46,252	\$68,333	\$200,269	\$33,269	\$661,917

## THE CITY OF NORTHWOOD, OHIO COMBINING STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES SPECIAL REVENUE FUNDS FOR THE YEAR ENDED DECEMBER 31, 2001

	Street Maintenance and Repair	Motor Vehicle License Tax	State Highway Improvement	Northwood Waste/ Environmental	Drug Fine
Revenues:					
Taxes	\$0	\$17,352	\$0	\$0	\$0
Intergovernmental Revenues	220,070	0	17,573	0	0
Charges for Services	0	0	0	0	0
Licenses, Permits and Fees	0	0	0	36,042	0
Investment Earnings	4,034	807	807	807	0
Fines and Forfeitures	0	0	0	0	8,076
Total Revenues	224,104	18,159	18,380	36,849	8,076
Expenditures: Current:					
Security of Persons and Property	0	0	0	0	1,577
Community Environment	0	0	0	19,304	0
Basic Utility Services	0	0	0	0	0
Transportation	198,778	20,073	15,317	0	0
General Government	0	0	0	0	0
Total Expenditures	198,778	20,073	15,317	19,304	1,577
Excess (Deficiency) of Revenues Over (Under) Expenditures	25,326	(1,914)	3,063	17,545	6,499
Other Financing Sources (Uses):					
Operating Transfers In	0	0	0	0	0
Operating Transfers Out	0	0	0	0	0
Total Other Financing Sources (Uses)	0	0	0	0	0
Excess (Deficiency) of Revenues and Other Financing Sources Over (Under)					
Expenditures and Other Financing Uses	25,326	(1,914)	3,063	17,545	6,499
Restated Fund Balance at Beginning of Year	96,382	9,256	17,210	18,739	3,101
Increase in Inventory Reserve	1,642	0	0	0	0
Fund Balance at End of Year	\$123,350	\$7,342	\$20,273	\$36,284	\$9,600

## THE CITY OF NORTHWOOD, OHIO COMBINING STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES SPECIAL REVENUE FUNDS FOR THE YEAR ENDED DECEMBER 31, 2001

Special Law Enforcement	Enforcement and Education	Computerized Research	Water	Sanitary Sewer Operation, Maintenance and Repair	Keep Northwood Beautiful	Totals
\$0	\$0	\$0	\$0	\$0	\$0	\$17,352
0	0	0	0	0	5,471	243,114
0	0	0	46,575	39,645	0	86,220
0	0	0	0	0	0	36,042
807	0	0	0	807	0	8,069
14,809	875	14,086	0	0	0	37,846
15,616	875	14,086	46,575	40,452	5,471	428,643
3,175	0	0	0	0	0	4,752
0	0	0	0	0	7,255	4,752 26,559
0	0	0	2,280	2,996	7,233 0	20,339 5,276
0	0	0	2,200	2,550	0	234,168
0	0	17,143	0	0	0	17,143
3,175	0	17,143	2,280	2,996	7,255	287,898
12,441	875	(3,057)	44,295	37,456	(1,784)	140,745
0	0	0	43,600	0	0	43,600
0	0	0	(93,600)	(100,469)	0	(194,069)
0	0	0	(50,000)	(100,469)	0	(150,469)
12,441	875	(3,057)	(5,705)	(63,013)	(1,784)	(9,724)
17,077	4,352	49,309	74,038	263,085	35,053	587,602
0	0	0	0	0	0	1,642
\$29,518	\$5,227	\$46,252	\$68,333	\$200,072	\$33,269	\$579,520

#### STREET MAINTENANCE AND REPAIR FUND

			Variance:
	Revised		Favorable
	Budget	Actual	(Unfavorable)
Revenues:			
Intergovernmental Revenues	\$225,000	\$214,139	(\$10,861)
Investment Earnings	4,500	4,034	(466)
Total Revenues	229,500	218,173	(11,327)
Expenditures:			
Transportation:			
Street Maintenance and Repair:			
Personal Services	137,140	129,989	7,151
Contractual Services	1,700	1,690	10
Materials and Supplies	8,660	8,397	263
Capital Outlay	300	265	35
Total Street Maintenance and Repair	147,800	140,341	7,459
Snow and Ice Removal:			
Personal Services	10,600	5,817	4,783
Contractual Services	8,500	8,016	484
Materials and Supplies	36,600	35,448	1,152
Total Snow and Ice Removal	55,700	49,281	6,419
Traffic Signals and Signs:			
Personal Services	6,700	6,615	85
Contractual Services	9,500	8,799	701
Materials and Supplies	3,500	3,427	73
Capital Outlay	6,356	6,084	272
Total Traffic Signals and Signs	26,056	24,925	1,131
Guardrails:			
Personal Services	2,000	1,886	114
Materials and Supplies	250	196	54
Total Guardrails	2,250	2,082	168

#### STREET MAINTENANCE AND REPAIR FUND

			Variance:
	Revised		Favorable
	Budget	Actual	(Unfavorable)
Road Striping:			
Personal Services	5,000	4,515	485
Contractual Services	375	206	169
Materials and Supplies	3,400	2,921	479
Capital Outlay	100	0	100
Total Road Striping	8,875	7,642	1,233
Total Expenditures	240,681	224,271	16,410
Excess (Deficiency) of			
Revenues Over (Under) Expenditures	(11,181)	(6,098)	5,083
Fund Balance at Beginning of Year	76,104	76,104	0
Prior Year Encumbrances	56	56	0
Fund Balance at End of Year	\$64,979	\$70,062	\$5,083

## MOTOR VEHICLE LICENSE TAX FUND

			Variance:
	Revised		Favorable
	Budget	Actual	(Unfavorable)
Revenues:			
Taxes	\$17,500	\$17,450	(\$50)
Investment Earnings	900	807	(93)
Total Revenues	18,400	18,257	(143)
Expenditures:			
Transportation:			
Contractual Services	14,000	12,383	1,617
Materials and Supplies	4,000	4,000	0
Total Expenditures	18,000	16,383	1,617
Excess (Deficiency) of			
Revenues Over (Under) Expenditures	400	1,874	1,474
Fund Balance at Beginning of Year	7,005	7,005	0
Fund Balance at End of Year	\$7,405	\$8,879	\$1,474

#### STATE HIGHWAY IMPROVEMENT FUND

$\begin{tabular}{ c c c c c c c } \hline Budget & Actual & (Unfavorable) \\ \hline Revenues: \\ Intergovernmental Revenues & $19,500 & $17,363 & ($2,137) \\ Investment Earnings & 900 & 807 & (93) \\ \hline Total Revenues & 20,400 & 18,170 & (2,230) \\ \hline Expenditures: \\ Transportation: \\ Street Maintenance and Repair: \\ Personal Services & 9,500 & 7,903 & 1,597 \\ Total Street Maintenance and Repair & 9,500 & 7,903 & 1,597 \\ Total Street Maintenance and Repair & 9,500 & 7,903 & 1,597 \\ Snow and Ice Removal: & & & & & \\ Materials and Supplies & 1,000 & 1,000 & 0 \\ Total Snow and Ice Removal & 1,000 & 1,000 & 0 \\ Total Snow and Ice Removal & 1,000 & 1,000 & 0 \\ Total Snow and Ice Removal & 1,000 & 1,000 & 0 \\ Total Snow and Ice Removal & 1,000 & 1,000 & 0 \\ Total Snow and Ice Removal & 1,000 & 1,000 & 0 \\ Total Snow and Ice Removal & 1,000 & 1,000 & 0 \\ Total Snow and Ice Removal & 1,000 & 1,000 & 0 \\ Total Snow and Ice Removal & 1,000 & 1,000 & 0 \\ Total Snow and Ice Removal & 1,000 & 1,000 & 0 \\ Fund Expenditures & 2,700 & 5,397 & 1,803 \\ Total Expenditures & 17,700 & 14,300 & 3,400 \\ \hline Excess (Deficiency) of \\ Revenues Over (Under) Expenditures & 2,700 & 3,870 & 1,170 \\ \hline Fund Balance at Beginning of Year & 15,937 & 15,937 & 0 \\ \hline \end{tabular}$				Variance:
Revenues: Intergovernmental Revenues $$19,500$ $$17,363$ $($2,137)$ Investment Earnings900 $807$ $(93)$ Total Revenues $20,400$ $18,170$ $(2,230)$ Expenditures: Transportation: Street Maintenance and Repair: Personal Services $9,500$ $7,903$ $1,597$ Total Street Maintenance and Repair $9,500$ $7,903$ $1,597$ Snow and Ice Removal: Materials and Supplies $1,000$ $1,000$ $0$ Traffic Signals and Signs: Contractual Services $7,200$ $5,397$ $1,803$ Total Traffic Signals and Signs: Total Expenditures $1,7700$ $14,300$ $3,400$ Excess (Deficiency) of Revenues Over (Under) Expenditures $2,700$ $3,870$ $1,170$ Fund Balance at Beginning of Year $15,937$ $15,937$ $0$		Revised		Favorable
Intergovernmental Revenues         \$19,500         \$17,363         (\$2,137)           Investment Earnings         900         807         (93)           Total Revenues         20,400         18,170         (2,230)           Expenditures:         Transportation:         Street Maintenance and Repair:         9,500         7,903         1,597           Total Street Maintenance and Repair:         9,500         7,903         1,597         1,597           Total Street Maintenance and Repair         9,500         7,903         1,597           Snow and Ice Removal:         1,000         1,000         0           Materials and Supplies         1,000         1,000         0           Traffic Signals and Signs:         7,200         5,397         1,803           Total Traffic Signals and Signs         7,200         5,397         1,803           Total Expenditures         17,700         14,300         3,400           Excess (Deficiency) of         2,700         3,870         1,170           Fund Balance at Beginning of Year         15,937         15,937         0		Budget	Actual	(Unfavorable)
Investment Earnings       900       807       (93)         Total Revenues $20,400$ $18,170$ $(2,230)$ Expenditures:       Transportation:       Street Maintenance and Repair:       9,500       7,903 $1,597$ Total Street Maintenance and Repair:       9,500 $7,903$ $1,597$ Total Street Maintenance and Repair $9,500$ $7,903$ $1,597$ Snow and Ice Removal: $1,000$ $1,000$ $0$ $0$ Materials and Supplies $1,000$ $1,000$ $0$ Traffic Signals and Signs: $2,200$ $5,397$ $1,803$ Total Traffic Signals and Signs $7,200$ $5,397$ $1,803$ Total Traffic Signals and Signs $7,200$ $5,397$ $1,803$ Total Expenditures $17,700$ $14,300$ $3,400$ Excess (Deficiency) of $2,700$ $3,870$ $1,170$ Fund Balance at Beginning of Year $15,937$ $15,937$ $0$	Revenues:			
Total Revenues $20,400$ $18,170$ $(2,230)$ Expenditures: Transportation: Street Maintenance and Repair: Personal Services $9,500$ $7,903$ $1,597$ Total Street Maintenance and Repair $9,500$ $7,903$ $1,597$ Snow and Ice Removal: Materials and Supplies $1,000$ $1,000$ $0$ Total Snow and Ice Removal: Contractual Services $1,000$ $1,000$ $0$ Traffic Signals and Signs: Contractual Services $7,200$ $5,397$ $1,803$ Total Traffic Signals and Signs $7,200$ $5,397$ $1,803$ Total Expenditures $17,700$ $14,300$ $3,400$ Excess (Deficiency) of Revenues Over (Under) Expenditures $2,700$ $3,870$ $1,170$ Fund Balance at Beginning of Year $15,937$ $0$	Intergovernmental Revenues	\$19,500	\$17,363	(\$2,137)
Expenditures: Transportation: Street Maintenance and Repair: Personal Services $9,500$ $7,903$ $1,597$ Portal Street Maintenance and Repair $9,500$ $7,903$ $1,597$ Snow and Ice Removal: Materials and Supplies $1,000$ $1,000$ $0$ Total Snow and Ice Removal: Materials and Signs: Contractual Services $1,000$ $1,000$ $0$ Traffic Signals and Signs: Contractual Services $7,200$ $5,397$ $1,803$ Total Traffic Signals and Signs $7,200$ $5,397$ $1,803$ Total Expenditures $17,700$ $14,300$ $3,400$ Excess (Deficiency) of Revenues Over (Under) Expenditures $2,700$ $3,870$ $1,170$ Fund Balance at Beginning of Year $15,937$ $15,937$ $0$	Investment Earnings	900	807	(93)
Transportation: Street Maintenance and Repair: Personal Services $9,500$ $7,903$ $1,597$ Total Street Maintenance and Repair $9,500$ $7,903$ $1,597$ Snow and Ice Removal: Materials and Supplies $1,000$ $1,000$ $0$ Total Snow and Ice Removal $1,000$ $1,000$ $0$ Traffic Signals and Signs: Contractual Services $7,200$ $5,397$ $1,803$ Total Traffic Signals and Signs $7,200$ $5,397$ $1,803$ Total Traffic Signals and Signs $7,200$ $5,397$ $1,803$ Total Expenditures $17,700$ $14,300$ $3,400$ Excess (Deficiency) of Revenues Over (Under) Expenditures $2,700$ $3,870$ $1,170$ Fund Balance at Beginning of Year $15,937$ $15,937$ $0$	Total Revenues	20,400	18,170	(2,230)
Street Maintenance and Repair:Personal Services $9,500$ $7,903$ $1,597$ Total Street Maintenance and Repair $9,500$ $7,903$ $1,597$ Snow and Ice Removal: $9,500$ $1,000$ $0$ Materials and Supplies $1,000$ $1,000$ $0$ Total Snow and Ice Removal $1,000$ $1,000$ $0$ Traffic Signals and Signs: $1,000$ $5,397$ $1,803$ Contractual Services $7,200$ $5,397$ $1,803$ Total Traffic Signals and Signs $7,200$ $5,397$ $1,803$ Total Expenditures $17,700$ $14,300$ $3,400$ Excess (Deficiency) of Revenues Over (Under) Expenditures $2,700$ $3,870$ $1,170$ Fund Balance at Beginning of Year $15,937$ $15,937$ $0$	Expenditures:			
Personal Services $9,500$ $7,903$ $1,597$ Total Street Maintenance and Repair $9,500$ $7,903$ $1,597$ Snow and Ice Removal: $1,000$ $1,000$ $0$ Materials and Supplies $1,000$ $1,000$ $0$ Total Snow and Ice Removal $1,000$ $1,000$ $0$ Traffic Signals and Signs: $7,200$ $5,397$ $1,803$ Contractual Services $7,200$ $5,397$ $1,803$ Total Traffic Signals and Signs $7,200$ $5,397$ $1,803$ Total Expenditures $17,700$ $14,300$ $3,400$ Excess (Deficiency) of Revenues Over (Under) Expenditures $2,700$ $3,870$ $1,170$ Fund Balance at Beginning of Year $15,937$ $15,937$ $0$	Transportation:			
Total Street Maintenance and Repair $9,500$ $7,903$ $1,597$ Snow and Ice Removal: Materials and Supplies $1,000$ $1,000$ $0$ Total Snow and Ice Removal $1,000$ $1,000$ $0$ Traffic Signals and Signs: Contractual Services $7,200$ $5,397$ $1,803$ Total Traffic Signals and Signs $7,200$ $5,397$ $1,803$ Total Traffic Signals and Signs $7,200$ $5,397$ $1,803$ Total Expenditures $17,700$ $14,300$ $3,400$ Excess (Deficiency) of Revenues Over (Under) Expenditures $2,700$ $3,870$ $1,170$ Fund Balance at Beginning of Year $15,937$ $15,937$ $0$	Street Maintenance and Repair:			
Snow and Ice Removal: Materials and Supplies $1,000$ $1,000$ $0$ Total Snow and Ice Removal $1,000$ $1,000$ $0$ Traffic Signals and Signs: Contractual Services $7,200$ $5,397$ $1,803$ Total Traffic Signals and Signs $7,200$ $5,397$ $1,803$ Total Traffic Signals and Signs $7,200$ $5,397$ $1,803$ Total Expenditures $17,700$ $14,300$ $3,400$ Excess (Deficiency) of Revenues Over (Under) Expenditures $2,700$ $3,870$ $1,170$ Fund Balance at Beginning of Year $15,937$ $15,937$ $0$	Personal Services	9,500	7,903	1,597
Materials and Supplies $1,000$ $1,000$ $0$ Total Snow and Ice Removal $1,000$ $1,000$ $0$ Traffic Signals and Signs: Contractual Services $7,200$ $5,397$ $1,803$ Total Traffic Signals and Signs $7,200$ $5,397$ $1,803$ Total Traffic Signals and Signs $7,200$ $5,397$ $1,803$ Total Expenditures $17,700$ $14,300$ $3,400$ Excess (Deficiency) of Revenues Over (Under) Expenditures $2,700$ $3,870$ $1,170$ Fund Balance at Beginning of Year $15,937$ $15,937$ $0$	Total Street Maintenance and Repair	9,500	7,903	1,597
Total Snow and Ice Removal1,0001,0000Traffic Signals and Signs: Contractual Services7,2005,3971,803Total Traffic Signals and Signs7,2005,3971,803Total Expenditures17,70014,3003,400Excess (Deficiency) of Revenues Over (Under) Expenditures2,7003,8701,170Fund Balance at Beginning of Year15,93715,9370	Snow and Ice Removal:			
Traffic Signals and Signs: Contractual Services7,2005,3971,803Total Traffic Signals and Signs7,2005,3971,803Total Expenditures17,70014,3003,400Excess (Deficiency) of Revenues Over (Under) Expenditures2,7003,8701,170Fund Balance at Beginning of Year15,93715,9370	Materials and Supplies	1,000	1,000	0
Contractual Services         7,200         5,397         1,803           Total Traffic Signals and Signs         7,200         5,397         1,803           Total Expenditures         17,700         14,300         3,400           Excess (Deficiency) of Revenues Over (Under) Expenditures         2,700         3,870         1,170           Fund Balance at Beginning of Year         15,937         15,937         0	Total Snow and Ice Removal	1,000	1,000	0
Total Traffic Signals and Signs7,2005,3971,803Total Expenditures17,70014,3003,400Excess (Deficiency) of Revenues Over (Under) Expenditures2,7003,8701,170Fund Balance at Beginning of Year15,93715,9370	Traffic Signals and Signs:			
Total Expenditures17,70014,3003,400Excess (Deficiency) of Revenues Over (Under) Expenditures2,7003,8701,170Fund Balance at Beginning of Year15,93715,9370	Contractual Services	7,200	5,397	1,803
Excess (Deficiency) of Revenues Over (Under) Expenditures2,7003,8701,170Fund Balance at Beginning of Year15,93715,9370	Total Traffic Signals and Signs	7,200	5,397	1,803
Revenues Over (Under) Expenditures         2,700         3,870         1,170           Fund Balance at Beginning of Year         15,937         15,937         0	Total Expenditures	17,700	14,300	3,400
Fund Balance at Beginning of Year15,93715,9370	Excess (Deficiency) of			
	Revenues Over (Under) Expenditures	2,700	3,870	1,170
Eurod Balance at End of Veer \$19,627 \$10,007 \$1,170	Fund Balance at Beginning of Year	15,937	15,937	0
Fund Datance at End of Teal     \$16,057     \$19,807     \$1,170	Fund Balance at End of Year	\$18,637	\$19,807	\$1,170

#### NORTHWOOD WASTE/ENVIRONMENTAL FUND

			Variance:
	Revised		Favorable
	Budget	Actual	(Unfavorable)
Revenues:			
Licenses, Permits and Fees	\$36,000	\$35,056	(\$944)
Investment Earnings	900	807	(93)
Total Revenues	36,900	35,863	(1,037)
Expenditures:			
Community Environment:			
Personal Services	20,100	17,229	2,871
Contractual Services	5,200	0	5,200
Materials and Supplies	2,100	1,472	628
Capital Outlay	1,500	305	1,195
Total Expenditures	28,900	19,006	9,894
Excess (Deficiency) of			
Revenues Over (Under) Expenditures	8,000	16,857	8,857
Fund Balance at Beginning of Year	17,861	17,861	0
Fund Balance at End of Year	\$25,861	\$34,718	\$8,857

## DRUG FINE FUND

			Variance:
	Revised		Favorable
	Budget	Actual	(Unfavorable)
Revenues:			
Fines and Forfeitures	\$8,500	\$7,401	(\$1,099)
Total Revenues	8,500	7,401	(1,099)
Expenditures:			
Security of Persons and Property:			
Materials and Supplies	2,000	1,577	423
Total Expenditures	2,000	1,577	423
Excess (Deficiency) of			
Revenues Over (Under) Expenditures	6,500	5,824	(676)
Fund Balance at Beginning of Year	2,919	2,919	0
Fund Balance at End of Year	\$9,419	\$8,743	(\$676)

#### SPECIAL LAW ENFORCEMENT FUND

			Variance:
	Revised		Favorable
	Budget	Actual	(Unfavorable)
Revenues:			
Investment Earnings	\$1,000	\$807	(\$193)
Fines and Forfeitures	16,000	15,783	(217)
Total Revenues	17,000	16,590	(410)
Expenditures:			
Security of Persons and Property:			
Contractual Services	500	500	0
Materials and Supplies	1,500	885	615
Capital Outlay	96,805	40,493	56,312
Total Expenditures	98,805	41,878	56,927
Excess (Deficiency) of			
Revenues Over (Under) Expenditures	(81,805)	(25,288)	56,517
Fund Balance at Beginning of Year	14,313	14,313	0
Prior Year Encumbrances	35,805	35,805	0
Fund Balance at End of Year	(\$31,687)	\$24,830	\$56,517

#### ENFORCEMENT AND EDUCATION FUND

			Variance:
	Revised		Favorable
	Budget	Actual	(Unfavorable)
Revenues:			
Fines and Forfeitures	\$1,200	\$875	(\$325)
Total Revenues	1,200	875	(325)
Expenditures:			
General Government:			
Materials and Supplies	1,400	0	1,400
Total Expenditures	1,400	0	1,400
Excess (Deficiency) of			
Revenues Over (Under) Expenditures	(200)	875	1,075
Fund Balance at Beginning of Year	4,352	4,352	0
Fund Balance at End of Year	\$4,152	\$5,227	\$1,075

#### COMPUTERIZED RESEARCH FUND

			Variance:
	Revised		Favorable
	Budget	Actual	(Unfavorable)
Revenues:			
Fines and Forfeitures	\$15,500	\$14,086	(\$1,414)
Total Revenues	15,500	14,086	(1,414)
Expenditures:			
General Government:			
Contractual Services	1,000	1,000	0
Materials and Supplies	100	0	100
Capital Outlay	18,900	16,143	2,757
Total Expenditures	20,000	17,143	2,857
Excess (Deficiency) of			
Revenues Over (Under) Expenditures	(4,500)	(3,057)	1,443
Fund Balance at Beginning of Year	49,309	49,309	0
Fund Balance at End of Year	\$44,809	\$46,252	\$1,443

## WATER FUND

<b>D</b> · 1		Variance:
	A / 1	Favorable
Budget	Actual	(Unfavorable)
<b>* 1 = 000</b>	<b>**</b>	
	\$38,933	(\$6,067)
45,000	38,933	(6,067)
6,345	0	6,345
13,500	2,280	11,220
5,100	0	5,100
24,945	2,280	22,665
20,055	36,653	16,598
73,600	43,600	(30,000)
(93,600)	(93,600)	0
(20,000)	(50,000)	(30,000)
55	(13,347)	(13,402)
74,038	74,038	0
\$74,093	\$60,691	(\$13,402)
	13,500         5,100         24,945         20,055         73,600         (93,600)         (20,000)         55         74,038	Budget         Actual           \$45,000         \$38,933           45,000         38,933           45,000         38,933           6,345         0           13,500         2,280           5,100         0           24,945         2,280           20,055         36,653           73,600         43,600           (93,600)         (93,600)           (20,000)         (50,000)           55         (13,347)           74,038         74,038

#### SANITARY SEWER OPERATION, MAINTENANCE AND REPAIR FUND

	Revised Budget	Actual	Variance: Favorable (Unfavorable)
Revenues:	<u>v</u>		
Charges for Services	\$33,000	\$32,992	(\$8)
Investment Earnings	900	807	(93)
Total Revenues	33,900	33,799	(101)
Expenditures:			
Basic Utility Services:			
Personal Services	4,900	2,479	2,421
Contractual Services	9,500	0	9,500
Materials and Supplies	3,302	1,182	2,120
Capital Outlay	15,000	425	14,575
Total Expenditures	32,702	4,086	28,616
Excess (Deficiency) of			
Revenues Over (Under) Expenditures	1,198	29,713	28,515
Other Financing Sources (Uses):			
Operating Transfers Out	(100,469)	(100,469)	0
Total Other Financing Sources (Uses)	(100,469)	(100,469)	0
Excess (Deficiency) of Revenues and Other Financing Sources Over (Under)			
Expenditures and Other Financing Uses	(99,271)	(70,756)	28,515
Fund Balance at Beginning of Year	263,070	263,070	0
Prior Year Encumbrances	1,302	1,302	0
Fund Balance at End of Year	\$165,101	\$193,616	\$28,515

#### KEEP NORTHWOOD BEAUTIFUL FUND

			Variance:
	Revised		Favorable
	Budget	Actual	(Unfavorable)
Revenues:			
Intergovernmental Revenues	\$5,506	\$5,471	(\$35)
Total Revenues	5,506	5,471	(35)
Expenditures:			
Community Environment:			
Contractual Services	475	0	475
Materials and Supplies	5,366	3,230	2,136
Capital Outlay	6,000	4,322	1,678
Total Expenditures	11,841	7,552	4,289
Excess (Deficiency) of			
Revenues Over (Under) Expenditures	(6,335)	(2,081)	4,254
Fund Balance at Beginning of Year	35,044	35,044	0
Prior Year Encumbrances	306	306	0
Fund Balance at End of Year	\$29,015	\$33,269	\$4,254

This Page is Intentionally Left Blank.

The Capital Projects Funds are used to account for the financial resources to be used for the acquisition or construction of major capital facilities.

#### **Capital Improvement Municipal Tax Fund**

To account for 20% of the City's income tax collections which is used for capital projects financing or related capital expenditures attributable to various capital improvements.

#### **Recreation Parks Combined Fund**

To account for funds received from tax on new residential and mobile homes to be used for the development, maintenance and operation of public owned recreational facilities.

#### Wales Road West Construction Fund

To account for financial resources used for the improvement of Wales Road. (The Balance Sheet is not presented because there are no assets or liabilities at year end.)

#### **Issue II Fund**

To account for funds received from State Issue II grant funds used for the improvement of various roads within the City.

#### **Alcoa Project Fund**

To account for revenues and expenditures related to the construction of a public access road built for the new Alcoa Automotive Structures Plant locating in Northwood. (This fund only exists on a GAAP basis and is not part of the City's appropriated budget, therefore no budgetary schedule is presented.)

#### **Capital Replacement Fund**

To account for 10% of the City's income tax collections which are designated for planned replacement of major capital items for various departments within the City.

## THE CITY OF NORTHWOOD, OHIO COMBINING BALANCE SHEET CAPITAL PROJECTS FUNDS DECEMBER 31, 2001

	Capital Improvement Municipal Tax	Recreation Parks Combined	Issue II
Assets:			
Cash and Cash Equivalents	\$399,229	\$63,660	\$46,264
Receivables (net of allowance			
for doubtful accounts):			
Taxes	83,262	0	0
Accounts	0	0	0
Special Assessments	52,906	0	0
Intergovernmental Receivables	0	0	31,923
Interfund Loans Receivable	0	0	44,889
Restricted Assets:			
Cash with Fiscal Agent	0	3,000	6,783
Total Assets	\$535,397	\$66,660	\$129,859
Liabilities and Fund Equity:			
Liabilities:			
Accounts Payable	\$0	\$56,149	\$0
Intergovernmental Payables	1,025	0	0
Interfund Loans Payable	44,889	0	0
Retainage Payable	0	3,000	6,783
Accrued Interest Payable	0	0	0
Deferred Revenue	58,205	0	31,923
Special Assessment Notes Payable	0	0	0
Total Liabilities	104,119	59,149	38,706
Fund Equity:			
Reserved for Encumbrances	21,026	47,000	3,306
Reserved for Interfund Loans Receivable	0	0	44,889
Unreserved	410,252	(39,489)	42,958
Total Fund Equity	431,278	7,511	91,153
Total Liabilities and Fund Equity	\$535,397	\$66,660	\$129,859

## THE CITY OF NORTHWOOD, OHIO COMBINING BALANCE SHEET CAPITAL PROJECTS FUNDS DECEMBER 31, 2001

Alcoa Project	Capital Replacement	Totals	
\$0	\$152,399	\$661,552	
0	41,631	124,893	
131,500	0	131,500	
0	0	52,906	
0	0	31,923	
0	0	44,889	
0	0	9,783	
\$131,500	\$194,030	\$1,057,446	
\$0	\$4,000	\$60,149	
131,500	0	132,525	
0	0	44,889	
0	0	9,783	
10,068	0	10,068	
0	2,650	92,778	
700,000	0	700,000	
841,568	6,650	1,050,192	
0	460	71,792	
0	0	44,889	
(710,068)	186,920	(109,427)	
(710,068)	187,380	7,254	
\$131,500	\$194,030	\$1,057,446	

# THE CITY OF NORTHWOOD, OHIO COMBINING STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES CAPITAL PROJECTS FUNDS FOR THE YEAR ENDED DECEMBER 31, 2001

	Capital Improvement Municipal Tax	Recreation Parks Combined	Wales Road West Construction
<u>Revenues:</u>	¢ (1 <b>7</b> 0 (0	<b># 1 500</b>	<b>\$</b> 0
Taxes	\$617,960	\$4,500	\$0
Intergovernmental Revenues	57,127	28,090	0
Licenses, Permits and Fees	20,396	0	0
Special Assessments	17,994	0	0
All Other Revenues	8,219	0	0
Total Revenues	721,696	32,590	0
Expenditures:			
Capital Outlay	481,951	63,864	15,292
Debt Service:			
Principal Retirements	0	0	0
Interest and Fiscal Charges	0	0	0
Total Expenditures	481,951	63,864	15,292
Excess (Deficiency) of			
Revenues Over (Under) Expenditures	239,745	(31,274)	(15,292)
Other Financing Sources (Uses):			
Operating Transfers In	100,469	0	15,292
Operating Transfers Out	(235,782)	0	0
Total Other Financing Sources (Uses)	(135,313)	0	15,292
Excess (Deficiency) of Revenues and Other Financing Sources Over (Under)			
Expenditures and Other Financing Uses	104,432	(31,274)	0
Restated Fund Balance (Deficit) at Beginning of Year	326,846	38,785	0
Fund Balance (Deficit) at End of Year	\$431,278	\$7,511	\$0

# THE CITY OF NORTHWOOD, OHIO COMBINING STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES CAPITAL PROJECTS FUNDS FOR THE YEAR ENDED DECEMBER 31, 2001

Issue II	Alcoa Project	Capital Replacement	Totals
\$0	\$0	\$309,009	\$931,469
0	0	0	85,217
0	0	0	20,396
0	0	0	17,994
0	0	0	8,219
0	0	309,009	1,063,295
226,345	0	249,410	1,036,862
0	0	40,388	40,388
0	35,750	8,552	44,302
226,345	35,750	298,350	1,121,552
(226,345)	(35,750)	10,659	(58,257)
167,500	143,600	0	426,861
0	0	0	(235,782)
167,500	143,600	0	191,079
(58,845)	107,850	10,659	132,822
149,998	(817,918)	176,721	(125,568)
\$91,153	(\$710,068)	\$187,380	\$7,254

			Variance:
	Revised Budget	Actual	Favorable (Unfavorable)
Revenues:	Dudget	Actual	(Uniavorable)
Taxes	\$643,000	\$614,685	(\$28,315)
Intergovernmental Revenues	57,500	57,127	(\$20,010)
Licenses, Permits and Fees	74,531	20,396	(54,135)
Special Assessments	18,250	17,994	(256)
All Other Revenues	8,500	8,219	(281)
Total Revenues	801,781	718,421	(83,360)
Expenditures:			
Capital Outlay:			
Security of Persons and Property	350,000	349,484	516
Leisure Time Activities	20,000	16,381	3,619
Community Environment	2,500	1,918	582
Basic Utility Services	87,000	78,159	8,841
Transportation	46,825	39,493	7,332
General Government	40,375	25,061	15,314
Total Expenditures	546,700	510,496	36,204
Excess (Deficiency) of			
Revenues Over (Under) Expenditures	255,081	207,925	(47,156)
Other Financing Sources (Uses):			
Operating Transfers In	100,469	100,469	0
Operating Transfers Out	(252,990)	(235,782)	17,208
Advances In	44,889	44,889	0
Total Other Financing Sources (Uses)	(107,632)	(90,424)	17,208
Excess (Deficiency) of Revenues			
and Other Financing Sources Over (Under)			
Expenditures and Other Financing Uses	147,449	117,501	(29,948)
Fund Balance at Beginning of Year	254,238	254,238	0
Fund Balance at End of Year	\$401,687	\$371,739	(\$29,948)

## CAPITAL IMPROVEMENT MUNICIPAL TAX FUND

#### **RECREATION PARKS COMBINED FUND**

		Variance:
Revised		Favorable
Budget	Actual	(Unfavorable)
\$5,000	\$4,500	(\$500)
28,090	28,090	0
33,090	32,590	(500)
55,000	54,715	285
55,000	54,715	285
(21,910)	(22,125)	(215)
38,785	38,785	0
\$16,875	\$16,660	(\$215)
	Budget           \$5,000           28,090           33,090           55,000           55,000           (21,910)           38,785	Budget         Actual           \$5,000         \$4,500           28,090         28,090           33,090         32,590           55,000         54,715           55,000         54,715           (21,910)         (22,125)           38,785         38,785

#### WALES ROAD WEST CONSTRUCTION FUND

			Variance:
	Revised		Favorable
	Budget	Actual	(Unfavorable)
Revenues:			
Total Revenues	\$0	\$0	\$0
Expenditures:			
Capital Outlay	15,300	15,292	8
Total Expenditures	15,300	15,292	8
Excess (Deficiency) of			
Revenues Over (Under) Expenditures	(15,300)	(15,292)	8
Other Financing Sources (Uses):			
Operating Transfers In	15,292	15,292	0
Total Other Financing Sources (Uses)	15,292	15,292	0
Excess (Deficiency) of Revenues			
and Other Financing Sources Over (Under)			
Expenditures and Other Financing Uses	(8)	0	8
Fund Balance at Beginning of Year	0	0	0
Fund Balance at End of Year	(\$8)	\$0	\$8

#### ISSUE II FUND

			Variance:
	Revised		Favorable
	Budget	Actual	(Unfavorable)
Revenues:			
Intergovernmental Revenues	\$282,371	\$112,371	(\$170,000)
Total Revenues	282,371	112,371	(170,000)
Expenditures:			
Capital Outlay	620,000	401,601	218,399
Total Expenditures	620,000	401,601	218,399
Excess (Deficiency) of			
Revenues Over (Under) Expenditures	(337,629)	(289,230)	48,399
Other Financing Sources (Uses):			
Operating Transfers In	170,000	167,500	(2,500)
Advances Out	(44,889)	(44,889)	0
Total Other Financing Sources (Uses)	125,111	122,611	(2,500)
Excess (Deficiency) of Revenues and Other Financing Sources Over (Under)			
Expenditures and Other Financing Uses	(212,518)	(166,619)	45,899
Fund Balance at Beginning of Year	209,577	209,577	0
Fund Balance at End of Year	(\$2,941)	\$42,958	\$45,899

#### CAPITAL REPLACEMENT FUND

			Variance:
	Revised		Favorable
	Budget	Actual	(Unfavorable)
Revenues:			
Taxes	\$332,000	\$307,372	(\$24,628)
All Other Revenues	1,000	0	(1,000)
Total Revenues	333,000	307,372	(25,628)
Expenditures:			
Capital Outlay	358,060	353,170	4,890
Debt Service:			
Principal Retirements	40,388	40,388	0
Interest and Fiscal Charges	8,552	8,552	0
Total Expenditures	407,000	402,110	4,890
Excess (Deficiency) of			
Revenues Over (Under) Expenditures	(74,000)	(94,738)	(20,738)
Fund Balance at Beginning of Year	177,225	177,225	0
Fund Balance at End of Year	\$103,225	\$82,487	(\$20,738)

Fiduciary fund types 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.

AGENCY FUND

#### **Mayor's Court Fund**

To account for the collection and distribution of court fines and forfeitures.

### THE CITY OF NORTHWOOD, OHIO STATEMENT OF CHANGES IN ASSETS AND LIABILITIES AGENCY FUND FOR THE YEAR ENDED DECEMBER 31, 2001

	Balance December 31,			Balance December 31,
	2000	Additions	Deductions	2001
Mayor's Court Fund				
Restricted Assets:				
Cash with Fiscal Agent	\$1,405	\$223,898	(\$223,783)	\$1,520
Total Assets	\$1,405	\$223,898	(\$223,783)	\$1,520
Liabilities:				
Due to Others	\$1,405	\$223,898	(\$223,783)	\$1,520
Total Liabilities	\$1,405	\$223,898	(\$223,783)	\$1,520

General Fixed Assets Account Group is used to account for general fixed assets of the City.

#### THE CITY OF NORTHWOOD, OHIO SCHEDULE OF GENERAL FIXED ASSETS BY SOURCE DECEMBER 31, 2001

#### General Fixed Assets:

Land and Improvements	\$610,513
Buildings and Improvements	2,152,725
Machinery, Equipment, Furniture and Fixtures	955,022
Vehicles	1,906,299
Total General Fixed Assets	\$5,624,559

Investment in General Fixed Assets from:

Capital Projects Funds	\$5,624,559
------------------------	-------------

#### THE CITY OF NORTHWOOD, OHIO SCHEDULE OF GENERAL FIXED ASSETS BY CATEGORY DECEMBER 31, 2001

	Land and	Buildings and	Machinery, Equipment, Furniture		
Function and Activity	Improvements	Improvements	and Fixtures	Vehicles	Total
General Government:					
Mayor	\$0	\$0	\$7,982	\$0	\$7,982
Finance	0	0	60,425	0	60,425
Administration	0	0	25,963	10,731	36,694
City Clerk	0	0	26,183	0	26,183
Mayor's Court	0	0	11,094	0	11,094
Public Land and Buildings	551,364	2,152,725	53,218	22,603	2,779,910
Total	551,364	2,152,725	184,865	33,334	2,922,288
Security of Persons and Property:					
Police	0	0	254,298	291,196	545,494
Fire	0	0	248,195	991,750	1,239,945
Dispatcher	0	0	15,783	0	15,783
Total	0	0	518,276	1,282,946	1,801,222
Transportation:					
Street	0	0	199,597	560,519	760,116
Snow and Ice Removal	0	0	0	16,300	16,300
Total	0	0	199,597	576,819	776,416
Leisure Time Activities:					
Parks	59,149	0	29,118	0	88,267
Community Environment:					
Planning and Zoning	0	0	3,766	13,200	16,966
Weed Control	0	0	5,000	0	5,000
Insect Control	0	0	14,400	0	14,400
Total	0	0	23,166	13,200	36,366
Total General Fixed Assets	\$610,513	\$2,152,725	\$955,022	\$1,906,299	\$5,624,559

#### THE CITY OF NORTHWOOD, OHIO SCHEDULE OF CHANGES IN GENERAL FIXED ASSETS BY FUNCTION AND ACTIVITY FOR THE YEAR ENDED DECEMBER 31, 2001

Function and Activity	December 31, 2000	Transfers	Additions	Deletions	December 31, 2001
General Government:					
Mayor	\$5,915	\$0	\$2,067	\$0	\$7,982
Finance	45,906	0	14,519	0	60,425
Administration	33,202	(1,200)	4,692	0	36,694
City Clerk	26,183	0	0	0	26,183
Mayor's Court	5,097	0	5,997	0	11,094
Public Land and Buildings	2,703,875	0	95,050	(19,015)	2,779,910
Total	2,820,178	(1,200)	122,325	(19,015)	2,922,288
Security of Persons and Property:					
Police	399,556	0	219,074	(73,136)	545,494
Fire	920,726	0	339,496	(20,277)	1,239,945
Dispatcher	4,700	0	13,383	(2,300)	15,783
Total	1,324,982	0	571,953	(95,713)	1,801,222
Transportation:					
Street	709,365	2,533	51,518	(3,300)	760,116
Snow and Ice Removal	16,300	0	0	0	16,300
Total	725,665	2,533	51,518	(3,300)	776,416
Leisure Time Activities:					
Parks	42,771	0	59,149	(13,653)	88,267
Community Environment:					
Planning and Zoning	6,533	(1,333)	14,966	(3,200)	16,966
Weed Control	5,000	0	0	0	5,000
Insect Control	14,400	0	0	0	14,400
Total	25,933	(1,333)	14,966	(3,200)	36,366
Total General Fixed Assets	\$4,939,529	\$0	\$819,911	(\$134,881)	\$5,624,559

# STATISTICAL SECTION

# Statistical Tables

T he following unaudited statistical tables reflect social and economic data, financial trends and fiscal capacity of the City.

#### THE CITY OF NORTHWOOD, OHIO GENERAL GOVERNMENTAL EXPENDITURES BY FUNCTION (1) LAST TEN YEARS

	Security of	Public	Leisure		Basic					
	Persons and	Health and	Time	Community	Utility	Trans-	General	Capital	Debt	
Year	Property	Welfare	Activities	Environment	Services	portation	Government	Outlay (2)	Service	Total
1992	\$1,382,766	\$12,804	\$59,807	\$93,715	\$85,084	\$304,097	\$603,421	\$1,725	\$1,077,367	\$3,620,786
1993	1,335,314	10,408	61,382	86,093	181,319	319,701	777,261	600,416	159,810	3,531,704
1994	1,272,685	6,089	70,750	89,527	114,758	335,703	755,558	269,928	163,278	3,078,276
1995	1,373,062	17,102	75,814	70,393	73,545	418,514	959,625	236,355	141,248	3,365,658
1996	1,566,473	5,883	77,004	103,797	7,341	397,450	1,403,501	181,132	180,705	3,923,286
1997	1,463,463	6,387	91,410	111,295	48,200	384,845	1,180,242	0	120,644	3,406,486
1998	1,784,433	6,340	95,323	177,893	66,372	354,503	998,920	0	167,555	3,651,339
1999	1,976,336	6,200	93,451	149,643	42,194	387,917	1,158,867	0	214,120	4,028,728
2000	2,120,072	6,002	95,045	119,711	61,485	407,742	1,139,537	0	223,422	4,173,016
2001	2,149,659	6,325	75,303	146,698	48,769	406,330	1,233,798	0	220,838	4,287,720

(1) Includes General Fund, Special Revenue Funds and Debt Service Fund

(2) Included in functions since 1996.

#### THE CITY OF NORTHWOOD, OHIO GENERAL GOVERNMENTAL REVENUES BY SOURCE (1) LAST TEN YEARS

		Inter-	Charges					
		Governmental	for	Licenses	Investment	Fines and	(2)	
Year	Taxes	Revenue	Services	and Permits	Earnings	Forfeitures	Miscellaneous	Total
1992	\$1,708,842	\$572,089	\$3,431	\$24,660	\$43,555	\$412,582	\$206,173	\$2,971,332
1993	1,952,422	805,696	31,010	373,694	42,135	250,976	115,313	3,571,246
1994	2,035,756	652,766	42,214	274,709	48,476	235,813	155,920	3,445,654
1995	2,141,199	1,415,224	164,462	47,809	52,280	207,937	187,024	4,215,935
1996	2,321,869	776,619	225,851	55,021	67,280	239,371	152,970	3,838,981
1997	2,032,570	805,931	39,685	234,277	86,093	244,585	228,083	3,671,224
1998	2,271,957	857,314	47,145	229,021	87,354	309,574	182,399	3,984,764
1999	2,365,937	745,775	46,147	257,746	67,598	281,115	134,284	3,898,602
2000	2,477,978	994,362	205,864	231,595	119,399	208,583	132,475	4,370,256
2001	2,496,939	1,125,561	103,350	337,566	79,602	193,317	134,577	4,470,912

(1) Includes General Fund, Special Revenue Funds and Debt Service Fund

(2) Includes Special Assessments, Donations and All Other Revenues

#### THE CITY OF NORTHWOOD, OHIO PROPERTY TAX LEVIES AND COLLECTIONS LAST TEN YEARS

Collection Year	Total Tax Levy	Current Tax Collections	Delinquent Tax Collections	Total Tax Collections	Percent of Total Tax Collections To Tax Levy	Accumulated Outstanding Delinquent Taxes	Percentage of Accumulated Delinquent Taxes to Total Tax Levy
1992	\$90,979	\$94,790	\$1,934	\$96,724	106.31%	\$7,589	8.34%
1993	105,602	96,160	1,962	98,122	92.92%	7,479	7.08%
1994	107,066	103,654	2,115	105,769	98.79%	1,296	1.21%
1995	100,565	97,035	1,980	99,015	98.46%	1,549	1.54%
1996	108,177	104,080	2,032	106,112	98.09%	2,065	1.91%
1997	125,373	116,947	3,617	120,564	96.16%	4,809	3.84%
1998	115,983	109,252	2,230	111,482	96.12%	4,501	3.88%
1999	150,097	142,971	5,479	148,450	98.90%	1,647	1.10%
2000	159,834	153,172	5,277	158,449	99.13%	1,383	0.87%
2001	160,624	153,927	3,873	157,800	98.24%	2,824	1.76%

- 78 -

## THE CITY OF NORTHWOOD, OHIO TANGIBLE TAX COLLECTED LAST TEN YEARS

Year Paid	Amount
1992	\$26,153
1993	24,969
1994	26,363
1995	28,008
1996	28,919
1997	29,958
1998	28,989
1999	42,747
2000	46,220
2001	44,780

## THE CITY OF NORTHWOOD, OHIO ASSESSED VALUATIONS AND ESTIMATED TRUE VALUES OF TAXABLE PROPERTY LAST TEN YEARS

	Real Pr	operty	Public Utility	Personal	Tangible Perso	nal Property	Tot	al	Assessed Value as a
Tax Year	Assessed	Actual	Assessed	Actual	Assessed	Actual	Assessed	Actual	Percent of Actual Value
1992	\$50,721,630	\$144,918,943	\$6,988,370	\$7,941,330	\$15,161,505	\$60,646,020	\$72,871,505	\$213,506,292	34.13%
1993	62,304,720	178,013,486	7,826,520	8,893,773	16,320,062	65,280,248	86,451,302	252,187,506	34.28%
1994	62,853,170	179,580,486	8,055,380	9,153,841	16,301,224	65,204,896	87,209,774	253,939,223	34.34%
1995	64,297,490	183,707,114	6,908,130	7,850,148	18,404,941	73,619,764	89,610,561	265,177,026	33.79%
1996	69,434,960	198,385,600	6,876,510	7,814,216	19,077,393	76,309,572	95,388,863	282,509,388	33.76%
1997	69,877,870	199,651,057	7,323,850	8,322,557	19,046,701	76,186,804	96,248,421	284,160,418	33.87%
1998	69,960,220	199,886,343	7,238,800	8,225,909	18,844,181	75,376,724	96,043,201	283,488,976	33.88%
1999	92,173,200	263,352,000	7,751,280	8,808,273	25,418,752	101,675,008	125,343,232	373,835,281	33.53%
2000	95,993,720	274,267,771	6,769,490	7,692,602	27,854,103	111,416,412	130,617,313	393,376,786	33.20%
2001	97,717,990	279,194,257	4,663,740	5,299,705	27,943,740	111,774,960	130,325,470	396,268,922	32.89%

#### THE CITY OF NORTHWOOD, OHIO PROPERTY TAX RATES - DIRECT AND OVERLAPPING GOVERNMENTS (PER \$1,000 OF ASSESSED VALUATIONS) LAST TEN YEARS

				Wood County		
	City of No	orthwood	_	Penta Joint		
Collection	General	Total	Northwood	Vocational	Wood	
Year	Fund	City	School District	School District	County	Total
1992	1.60	1.60	46.70	2.20	11.70	62.20
1993	1.60	1.60	53.20	2.20	11.70	68.70
1994	1.60	1.60	52.20	2.20	11.70	67.70
1995	1.60	1.60	54.70	2.20	11.90	70.40
1996	1.60	1.60	55.10	2.20	11.90	70.80
1997	1.60	1.60	54.70	2.20	11.90	70.40
1998	1.60	1.60	61.20	2.20	11.90	76.90
1999	1.60	1.60	62.70	2.20	10.80	77.30
2000	1.60	1.60	62.80	2.20	12.80	79.40
2001	1.60	1.60	63.30	2.20	14.10	81.20

Source: Wood County Auditor Wood County Treasurer

#### CITY OF NORTHWOOD, OHIO SPECIAL ASSESSMENT BILLINGS AND COLLECTIONS (1) LAST TEN YEARS

Collection	Amount	Amount	Percent
Year	Billed	Collected	Collected
1992	\$49,126	\$42,958	87.44%
1993	55,589	43,834	78.85%
1994	59,273	54,260	91.54%
1995	36,091	31,898	88.38%
1996	14,698	12,105	82.36%
1997	12,790	12,462	97.44%
1998	27,484	29,668	107.95%
1999	96,725	82,565	85.36%
2000	157,755	151,989	96.34%
2001	111,607	111,345	99.77%

(1) All assessments are for operating expenses, they are not debt related.

#### THE CITY OF NORTHWOOD, OHIO COMPUTATION OF LEGAL DEBT MARGIN DECEMBER 31, 2001

	Total Debt	Unvoted Debt
Net Assessed Valuation	\$130,325,470	\$130,325,470
Legal Debt Limitation (%) (1)	10.50%	5.50%
Legal Debt Limitation (\$) (1)	13,684,174	7,167,901
Applicable City Debt Outstanding (2)	115,000	115,000
Less: Applicable Debt Service Fund Amounts	(59,646)	(59,646)
Net Indebtedness Subject to Limitation	55,354	55,354
Legal Debt Margin	\$13,628,820	\$7,112,547

(1) Direct Debt Limitation Based Upon Section 133, The Uniform Bond Act of the Ohio Revised Code

(2) City Debt Outstanding Includes Non Self-Supporting General Obligation Bonds Only Enterprise Debt is Not Considered in the Computation of the Legal Debt Margin

## THE CITY OF NORTHWOOD, OHIO RATIO OF NET GENERAL OBLIGATION DEBT TO ASSESSED VALUE AND NET GENERAL OBLIGATION DEBT PER CAPITA LAST TEN YEARS

							Ratio of	
				<b>Gross General</b>	Debt Service		General Obligation	Net General
			Assessed	Obligation	Funds	Net	Debt to Assessed	<b>Obligation Debt</b>
Year	_	Population (1)	Value (2)	<b>Debt</b> (3)	Available	Bonded Debt	Valuation	Per Capita
1992	а	5,601	\$72,871,505	\$900,000	\$103,322	\$796,678	1.09%	\$142.24
1993	а	5,667	86,451,302	830,000	103,322	726,678	0.84%	128.23
1994	a	5,750	87,209,774	755,000	130,477	624,523	0.72%	108.61
1995	а	5,851	89,610,561	675,000	0	675,000	0.75%	115.36
1996	a	5,918	95,388,863	590,000	137,722	452,278	0.47%	76.42
1997	a	6,009	96,248,421	510,000	171,047	338,953	0.35%	56.41
1998	a	6,124	96,043,201	420,000	40,582	379,418	0.40%	61.96
1999	a	6,124	125,343,232	325,000	6,447	318,553	0.25%	52.02
2000	b	5,471	130,617,313	225,000	31,023	193,977	0.15%	35.46
2001	b	5,471	130,325,470	115,000	59,646	55,354	0.04%	10.12

(1) Source: a) Ohio Department of Job and Family Services - estimated

b) U.S. Bureau of Census, Federal 2000 Census

(2) Source: Wood County Auditor

(3) Includes all general obligation debt supported by property taxes

#### THE CITY OF NORTHWOOD, OHIO RATIO OF ANNUAL DEBT SERVICE EXPENDITURES FOR GENERAL OBLIGATION BONDED DEBT TO TOTAL GENERAL GOVERNMENTAL EXPENDITURES LAST TEN YEARS

					Ratio of Tax
				<b>Total General</b>	Debt Service to
	Debt	Debt	Total	Governmental	<b>General Governmental</b>
Year	Principal	Interest	Debt Service	Expenditures	Expenditures
1993	\$70,000	\$50,845	\$120,845	\$3,531,704	3.42%
1994	75,000	46,225	121,225	3,078,276	3.94%
1995	80,000	41,988	121,988	3,365,658	3.62%
1996	80,000	37,548	117,548	3,923,286	3.00%
1997	85,000	33,108	118,108	3,406,486	3.47%
1998	90,000	28,348	118,348	3,651,339	3.24%
1999	95,000	23,218	118,218	3,933,728	3.01%
2000	100,000	18,230	118,230	4,173,016	2.83%
2001	110,000	12,830	122,830	4,287,720	2.86%

**NOTE**: Ten years of data is not provided for this statistical table because the City did not have any general obligation debt for the period 1991 - 1992.

#### THE CITY OF NORTHWOOD, OHIO COMPUTATION OF ALL DIRECT AND OVERLAPPING GOVERNMENTAL DEBT DECEMBER 31, 2001

Jurisdiction	Net Debt Outstanding	Percentage Applicable to City of Northwood	Amount Applicable to City of Northwood
Direct			
City of Northwood	\$55,354	100.00%	\$55,354
Overlapping Subdivisions			
Northwood School District	2,888,499	100.00%	2,888,499
Wood County	17,635,500	5.42%	955,844
		Subtotal	3,844,343
		Total	\$3,899,697

Source: Wood County

#### THE CITY OF NORTHWOOD, OHIO DEMOGRAPHIC STATISTICS LAST TEN YEARS

Year		City of Northwood Population (1)	Wood County Population (1)	Unemployment Rate County Area (2)	Per Capita Income County Area (2)	School Enrollment (3)
 1992	a	5,601	113,594	6.5%	\$19,229	1,193
1993	а	5,667	114,488	5.1%	20,143	1,091
1994	а	5,750	115,222	4.4%	21,146	1,108
1995	а	5,851	116,720	3.9%	22,111	1,110
1996	а	5,918	117,546	3.7%	23,027	1,009
1997	а	6,009	118,855	3.5%	N/A	988
1998	а	6,124	119,498	3.4%	N/A	988
1999	а	6,124	120,292	3.4%	N/A	1,035
2000	b	5,471	121,065	3.2%	N/A	985
2001	b	5,471	121,065	3.5%	N/A	985

Source: (1) a) Ohio Department of Job and Family Services - estimated

- b) U.S. Bureau of Census, Federal 2000 Census
- (2) Ohio Bureau of Employment Services
- (3) Northwood School District, Board of Education

#### THE CITY OF NORTHWOOD, OHIO PROPERTY VALUE AND CONSTRUCTION PERMITS LAST TEN YEARS

	Residential		Comm	ercial
	Number of	Property	Number of	Property
Year	Permits	Value	Permits	Value
1992	46	\$1,819,260	22	\$4,087,000
1993	43	1,128,640	23	955,940
1994	53	1,321,240	22	6,397,980
1995	39	1,369,155	35	7,030,469
1996	32	2,280,885	26	5,944,148
1997	44	2,982,840	38	47,923,150
1998	49	3,192,030	35	12,452,527
1999	50	3,613,995	30	7,880,747
2000	33	2,297,055	18	6,381,305
2001	42	2,395,440	25	7,430,100

Source: Wood County Building Inspection Department

#### THE CITY OF NORTHWOOD, OHIO PRINCIPAL TAXPAYERS (PERSONAL PROPERTY TAX) DECEMBER 31, 2001

	Taxpayer	Type of Business	Assessed Valuation (Tax Duplicate)	Percentage of Total Assessed Valuation
1	Norplas Industries, Inc.	Automotive Parts Manufacturer	\$4,269,980	15.28%
2	Hirzel Canning Co.	Cannery	1,732,470	6.20%
3	Pilkington North America, Inc.	Float Glass Manufacturer	1,101,800	3.94%
4	NFO Worldwide, Inc.	Market Research	1,096,910	3.93%
5	Andersons, Inc.	Retail	939,490	3.36%
6	Interstate Brands, Inc.	Bakery and Distribution	926,740	3.32%
7	T L Industries, Inc.	Manufacturing	901,290	3.23%
8	Sears Roebuck & Company	Retail	791,100	2.83%
9	North American Science Assoc.	Testing Laboratory	769,780	2.76%
10	Treu House of Munch, Inc.	Beverage Distibutor	668,380	2.39%
		Sub-Total	13,197,940	47.24%
		All Others	14,745,800	52.76%
		Total	\$27,943,740	100.00%

Based on 2000 Property Tax Assessed Valuations Source: Wood County Auditor - Land and Buildings

## THE CITY OF NORTHWOOD, OHIO PRINCIPAL TAXPAYERS (REAL PROPERTY AND PUBLIC UTILITY PERSONAL PROPERTY TAX) DECEMBER 31, 2001

	Taxpayer	Type of Business	Assessed Valuation (Tax Duplicate)	Percentage of Total Assessed Valuation
1	Toledo Great Eastern	Shopping Center	\$2,984,100	2.92%
2	NFO Worldwide, Inc.	Market Research	2,984,070	2.92%
3	Ohio Waste Systems	Trash Hauling	2,827,730	2.76%
4	Debartolo Realty	Shopping Center	2,099,270	2.05%
5	LOF Glass	Float Glass Manufacturer	1,951,640	1.90%
6	Toledo Edison	Utility - Electric	1,562,390	1.52%
7	Gorski Investment Co.	Industrial	1,121,410	1.09%
8	Lodging Partners	Hotel	1,081,500	1.06%
9	Ohio Bell Telephone Co.	Utility - Telephone	1,053,240	1.03%
10	Future Lodging Northwood	Hotel	948,800	0.93%
		Sub-Total	18,614,150	18.18%
		All Others	83,767,580	81.82%
		Total	\$102,381,730	100.00%

Based on 2000 Property Tax Assessed Valuations Source: Wood County Auditor - Land and Buildings

## THE CITY OF NORTHWOOD, OHIO PRINCIPAL TAXPAYERS (INCOME TAX) DECEMBER 31, 2001

Taxpayer			
	Type of Business	Paid in 2001	of Total
NFO Worldwide, Inc.	Market Research	\$315,518	9.43%
Norplas Industries Inc.	Automotive	236,522	7.07%
Interstate Brands, Inc.	Bakery and Distribution	119,357	3.57%
Alcoa Automotive Structures, Inc.	Automotive	107,973	3.23%
North American Science Association	Testing Laboratory	97,648	2.92%
Advance Engineering Co.	Engineering	90,801	2.71%
Hoover Universal, Inc.	Manufacturing	79,558	2.38%
Treu House of Munch, Inc.	Beverage Distibutor	78,748	2.35%
Pilkington North America, Inc.	Float Glass Manufacturer	65,664	1.96%
Lear Corp.	Manufacturing	59,222	1.77%
	Sub-Total	1,251,011	37.39%
	All Others	2,095,054	62.61%
	Total	\$3,346,065	100.00%
	Norplas Industries Inc. Interstate Brands, Inc. Alcoa Automotive Structures, Inc. North American Science Association Advance Engineering Co. Hoover Universal, Inc. Treu House of Munch, Inc. Pilkington North America, Inc.	Norplas Industries Inc.AutomotiveInterstate Brands, Inc.Bakery and DistributionAlcoa Automotive Structures, Inc.AutomotiveNorth American Science AssociationTesting LaboratoryAdvance Engineering Co.EngineeringHoover Universal, Inc.ManufacturingTreu House of Munch, Inc.Beverage DistibutorPilkington North America, Inc.Float Glass ManufacturerLear Corp.Sub-Total All Others	Norplas Industries Inc.Automotive236,522Interstate Brands, Inc.Bakery and Distribution119,357Alcoa Automotive Structures, Inc.Automotive107,973North American Science AssociationTesting Laboratory97,648Advance Engineering Co.Engineering90,801Hoover Universal, Inc.Manufacturing79,558Treu House of Munch, Inc.Beverage Distibutor78,748Pilkington North America, Inc.Float Glass Manufacturer65,664Lear Corp.Sub-Total1,251,011All Others2,095,0541

Source: City of Northwood Income Tax Department

#### THE CITY OF NORTHWOOD, OHIO PRINCIPAL EMPLOYERS DECEMBER 31, 2001

	Employer	Type of Business	Approximate Number of Employees
1	NFO Worldwide, Inc.	Market Research	999
2	Norplas Industries, Inc.	Automotive	594
3	Andersons, Inc.	Retail	317
4	Advance Engineering Co.	Engineering	291
5	Sears Roebuck & Company	Retail	253
6	Owens Community College	College	247
7	Hoover Universal, Inc.	Manufacturing	208
8	Hirzel Canning Co.	Cannery	200
9	North American Science Assoc.	Testing Laboratory	194
10	E.S. Wagner Co.	Construction	175

Source: Finance Department

#### THE CITY OF NORTHWOOD, OHIO MISCELLANEOUS STATISTICS DECEMBER 31, 2001

Date of Incorporation - January 1, 1982

41

761

475

Number of Officers and Firefighters and Paramedic

Number of Inspections

Number of Calls Answered

Form of Government - Council / Mayor

Facilities and Services:		Major Highway:	I-75	Location:	Northwest Ohio
Miles of Streets	40.55				Wood County
Number of Street Lights	361				
		Population:	5,471		
		Area (square miles)	8		
Police Services:				Recreation and Culture:	
Number of Stations	2			Community Room	
Number of Uniformed Police				(square feet)	1,300
Personnel and Officers	32	Education:		(seating capacity)	120
Number of Patrol Units	6	Elementary Schools	2	Number of Parks	3
Criminal/Juvenile Citations	676	Elementary School Studer	420	Park Area (acres)	78
Traffic Citations Issued	2,428	Pupil / Teacher Ratio	18:1	Number of Ball Fields:	
Parking Tickets Written	62	Secondary Schools	2	Unlighted	4
Number of Calls Answered	7,404	Secondary School Studen	565	Number of Tennis Courts	:
		Pupil / Teacher Ratio	14:1	Lighted	4
Fire/Emergency Medical Services:					
Number of Stations	2				





STATE OF OHIO OFFICE OF THE AUDITOR

JIM PETRO, AUDITOR OF STATE

88 East Broad Street P.O. Box 1140 Columbus, Ohio 43216-1140

Telephone 614-466-4514 800-282-0370

Facsimile 614-466-4490

# **CITY OF NORTHWOOD**

# WOOD COUNTY

# **CLERK'S CERTIFICATION**

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

Susan Babbett

CLERK OF THE BUREAU

CERTIFIED AUGUST 1, 2002