



**CITY OF FAIRLAWN  
SUMMIT COUNTY**

**REGULAR AUDIT**

**FOR THE YEAR ENDED DECEMBER 31, 2002**



**Auditor of State  
Betty Montgomery**



**CITY OF FAIRLAWN  
SUMMIT COUNTY**

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**Auditor of State  
Betty Montgomery**

**INDEPENDENT ACCOUNTANTS' REPORT**

City of Fairlawn  
Summit County  
3487 South Smith Road  
Fairlawn, Ohio 44333

To the Members of City Council:

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

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

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

In accordance with *Government Auditing Standards*, we have also issued our report dated August 15, 2003 on our consideration of the City's internal control over financial reporting and our tests of its compliance with certain provisions of laws, regulations, contracts and grants. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* and should be read in conjunction with this report in considering the results of our audit.

A handwritten signature in cursive script that reads "Betty Montgomery".

**Betty Montgomery**  
Auditor of State

August 15, 2003

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City of Fairlawn, Ohio  
 Combined Balance Sheet  
 All Fund Types and Account Groups  
 December 31, 2002

	Governmental Fund Types			
	General	Special Revenue	Debt Service	Capital Projects
<u>Assets and Other Debits:</u>				
<u>Assets:</u>				
Equity in Pooled Cash and Cash Equivalents	\$8,798,028	\$1,535,193	\$240,546	\$9,793,199
Cash and Cash Equivalents				
In Segregated Accounts	7,939	0	0	0
With Fiscal Agent	0	0	0	86,823
Receivables:				
Taxes	1,737,481	223,032	0	493,141
Accounts	4,983	15,165	0	19,233
Special Assessments	0	0	3,886,219	0
Intergovernmental	491,823	146,844	0	15,180
Due from Other Funds	25,203	6,014	0	0
Materials and Supplies Inventory	158,225	12,808	0	0
Fixed Assets	0	0	0	0
<u>Other Debits:</u>				
Amount Available in Debt Service Fund	0	0	0	0
Amount to be Provided for Retirement of General Long-Term Obligations	0	0	0	0
<b>Total Assets and Other Debits</b>	<b><u><u>\$11,223,682</u></u></b>	<b><u><u>\$1,939,056</u></u></b>	<b><u><u>\$4,126,765</u></u></b>	<b><u><u>\$10,407,576</u></u></b>



Fiduciary Fund Type	Account Groups		Totals (Memorandum Only)
	General Fixed Assets	General Long-Term Obligations	
Agency			
\$42,304	\$0	\$0	\$20,409,270
41,350	0	0	49,289
0	0	0	86,823
0	0	0	2,453,654
0	0	0	39,381
0	0	0	3,886,219
0	0	0	653,847
0	0	0	31,217
0	0	0	171,033
0	19,973,007	0	19,973,007
0	0	240,546	240,546
0	0	13,494,197	13,494,197
<u>\$83,654</u>	<u>\$19,973,007</u>	<u>\$13,734,743</u>	<u>\$61,488,483</u>

(Continued)

City of Fairlawn, Ohio  
 Combined Balance Sheet  
 All Fund Types and Account Groups (Continued)  
 December 31, 2002

	Governmental Fund Types			
	General	Special Revenue	Debt Service	Capital Projects
<u>Liabilities, Fund Balances and Other Credits:</u>				
<u>Liabilities:</u>				
Accounts Payable	\$92,419	\$8,333	\$0	\$150,508
Contracts Payable	19,852	0	0	920,979
Accrued Wages	130,156	2,534	0	0
Compensated Absences Payable	24,169	274	0	0
Due to Other Funds	0	0	0	0
Intergovernmental Payable	123,844	1,646	0	0
Deferred Revenue	1,446,687	316,565	3,886,219	224,604
Retainage Payable	0	0	0	347,443
Undistributed Monies	0	0	0	0
OPWC Loans Payable	0	0	0	0
General Obligation Bonds Payable	0	0	0	0
Special Assessment Bonds Payable with Governmental Commitment	0	0	0	0
Total Liabilities	<u>1,837,127</u>	<u>329,352</u>	<u>3,886,219</u>	<u>1,643,534</u>
<u>Fund Balances and Other Credits:</u>				
Investment in General Fixed Assets	0	0	0	0
<u>Fund Balances:</u>				
Reserved for Encumbrances	172,528	46,528	0	5,252,078
Reserved for Inventory	158,225	12,808	0	0
Designated for Sewer Line Repair	195,990	0	0	0
Undesignated	8,859,812	1,550,368	240,546	3,511,964
Total Fund Balances and Other Credits	<u>9,386,555</u>	<u>1,609,704</u>	<u>240,546</u>	<u>8,764,042</u>
Total Liabilities, Fund Balances and Other Credits	<u>\$11,223,682</u>	<u>\$1,939,056</u>	<u>\$4,126,765</u>	<u>\$10,407,576</u>

*See Accompanying Notes to the General Purpose Financial Statements*

Fiduciary Fund Type	Account Groups		Totals (Memorandum Only)
	General Fixed Assets	General Long-Term Obligations	
Agency			
\$0	\$0	\$0	\$251,260
0	0	0	940,831
0	0	0	132,690
0	0	979,490	1,003,933
31,217	0	0	31,217
0	0	187,211	312,701
0	0	0	5,874,075
0	0	0	347,443
52,437	0	0	52,437
0	0	768,042	768,042
0	0	10,510,000	10,510,000
0	0	1,290,000	1,290,000
<u>83,654</u>	<u>0</u>	<u>13,734,743</u>	<u>21,514,629</u>
0	19,973,007	0	19,973,007
0	0	0	5,471,134
0	0	0	171,033
0	0	0	195,990
0	0	0	14,162,690
<u>0</u>	<u>19,973,007</u>	<u>0</u>	<u>39,973,854</u>
<u>\$83,654</u>	<u>\$19,973,007</u>	<u>\$13,734,743</u>	<u>\$61,488,483</u>

City of Fairlawn, Ohio  
 Combined Statement of Revenues, Expenditures and Changes in Fund Balances  
 All Governmental Fund Types  
 For the Year Ended December 31, 2002

	Governmental	
	General	Special Revenue
<u>Revenues:</u>		
Municipal Income Taxes	\$5,361,777	\$0
Property and Other Taxes	580,302	274,339
Charges for Services	6,061	216,806
Licenses, Permits and Fees	75,851	0
Fines and Forfeitures	184,644	74,354
Intergovernmental	3,363,929	527,268
Special Assessments	0	0
Interest	339,588	13,191
Rentals	39,973	9,101
Contributions/Donations	200	13,170
Other	113,641	496
Total Revenues	10,065,966	1,128,725
<u>Expenditures:</u>		
Current:		
General Government	2,186,757	424
Security of Persons and Property	3,987,114	652,213
Public Health Services	105,002	264,385
Transportation	1,300,627	115,169
Community Environment	29,191	253,635
Basic Utility Services	119,714	0
Leisure Time Activities	33,425	0
Intergovernmental	491,930	0
Capital Outlay	0	0
Debt Service:		
Principal Retirement	0	0
Interest and Fiscal Charges	0	0
Total Expenditures	8,253,760	1,285,826
Excess of Revenues Over/(Under) Expenditures	1,812,206	(157,101)
<u>Other Financing Sources/(Uses):</u>		
Proceeds of Bonds	0	0
Operating Transfers In	0	187,000
Operating Transfers Out	(4,187,000)	0
Total Other Financing Sources/(Uses)	(4,187,000)	187,000
Excess of Revenues and Other Financing Sources Over Expenditures and Other Financing Uses	(2,374,794)	29,899
Fund Balances Beginning of Year	11,749,382	1,579,247
Increase in Reserve for Inventory	11,967	558
Fund Balances End of Year	\$9,386,555	\$1,609,704

*See Accompanying Notes to the General Purpose Financial Statements*

Fund Types		Totals
Debt Service	Capital Projects	(Memorandum Only)
\$0	\$2,116,312	\$7,478,089
0	72,863	927,504
0	25,100	247,967
0	100,495	176,346
0	0	258,998
0	1,215,754	5,106,951
346,578	0	346,578
0	0	352,779
0	0	49,074
0	0	13,370
0		114,137
<u>346,578</u>	<u>3,530,524</u>	<u>15,071,793</u>
13,045	0	2,200,226
0	0	4,639,327
0	0	369,387
0	0	1,415,796
0	0	282,826
0	0	119,714
0	0	33,425
0	1,132,474	1,624,404
0	7,856,305	7,856,305
147,689	280,000	427,689
144,130	269,255	413,385
<u>304,864</u>	<u>9,538,034</u>	<u>19,382,484</u>
<u>41,714</u>	<u>(6,007,510)</u>	<u>(4,310,691)</u>
0	5,009,941	5,009,941
0	4,000,000	4,187,000
<u>0</u>	<u>0</u>	<u>(4,187,000)</u>
<u>0</u>	<u>9,009,941</u>	<u>5,009,941</u>
41,714	3,002,431	699,250
198,832	5,761,611	19,289,072
0	0	12,525
<u>\$240,546</u>	<u>\$8,764,042</u>	<u>\$20,000,847</u>

City of Fairlawn, Ohio  
 Combined Statement of Revenues, Expenditures and Changes in Fund Balances  
 Budget (Non-GAAP) and Actual  
 All Governmental Fund Types  
 For the Year Ended December 31, 2002

	General Fund		
	Revised Budget	Actual	Variance Favorable (Unfavorable)
<u>Revenues:</u>			
Municipal Income Taxes	\$5,136,080	\$5,283,152	\$147,072
Property and Other Taxes	585,086	577,460	(7,626)
Charges for Services	14,000	10,012	(3,988)
Licenses, Permits and Fees	80,045	75,851	(4,194)
Fines and Forfeitures	102,000	172,275	70,275
Intergovernmental	3,901,900	3,886,121	(15,779)
Special Assessments	0	0	0
Interest	332,360	348,872	16,512
Rentals	30,000	39,973	9,973
Contributions/Donations	0	200	200
Other	42,525	113,771	71,246
Total Revenues	<u>10,223,996</u>	<u>10,507,687</u>	<u>283,691</u>
<u>Expenditures:</u>			
Current:			
General Government	2,727,014	2,314,341	412,673
Security of Persons and Property	4,302,246	3,999,424	302,822
Public Health Services	105,065	105,002	63
Transportation	1,466,232	1,321,843	144,389
Community Environment	31,023	28,935	2,088
Basic Utility Services	142,557	125,622	16,935
Leisure Time Activities	42,603	36,621	5,982
Intergovernmental	582,000	491,930	90,070
Capital Outlay	20,250	0	20,250
Debt Service:			
Principal Retirement	0	0	0
Interest and Fiscal Charges	0	0	0
Total Expenditures	<u>9,418,990</u>	<u>8,423,718</u>	<u>995,272</u>
Excess of Revenues Over/(Under) Expenditures	<u>805,006</u>	<u>2,083,969</u>	<u>1,278,963</u>
<u>Other Financing Sources/(Uses):</u>			
Proceeds of General Obligation Bonds	0	0	0
Operating Transfers In	0	0	0
Operating Transfers Out	(4,187,000)	(4,187,000)	0
Total Other Financing Sources/(Uses)	<u>(4,187,000)</u>	<u>(4,187,000)</u>	<u>0</u>
Excess of Revenues and Other Financing Sources Over (Under)/Expenditures and Other Financing Uses	(3,381,994)	(2,103,031)	1,278,963
Fund Balances Beginning of Year	10,244,863	10,244,863	0
Unexpended Prior Year Encumbrances	357,773	357,773	0
Fund Balances End of Year	<u>\$7,220,642</u>	<u>\$8,499,605</u>	<u>\$1,278,963</u>

*See Accompanying Notes to the General Purpose Financial Statements*

Special Revenue Funds			Debt Service Fund		
Revised Budget	Actual	Variance Favorable (Unfavorable)	Revised Budget	Actual	Variance Favorable (Unfavorable)
\$0	\$0	\$0	\$0	\$0	\$0
264,658	265,851	1,193	0	0	0
194,130	206,418	12,288	0	0	0
0	0	0	0	0	0
46,350	74,204	27,854	0	0	0
359,975	521,042	161,067	0	0	0
0	0	0	321,128	346,578	25,450
14,546	12,796	(1,750)	0	0	0
5,335	9,101	3,766	0	0	0
16,700	13,170	(3,530)	0	0	0
0	496	496	0	0	0
<u>901,694</u>	<u>1,103,078</u>	<u>201,384</u>	<u>321,128</u>	<u>346,578</u>	<u>25,450</u>
1,250	424	826	15,500	13,045	2,455
737,572	667,404	70,168	0	0	0
0	0	0	0	0	0
334,804	303,208	31,596	0	0	0
0	0	0	0	0	0
191,115	116,146	74,969	0	0	0
302,303	254,685	47,618	0	0	0
0	0	0	0	0	0
0	0	0	0	0	0
0	0	0	147,689	147,689	0
0	0	0	144,130	144,130	0
<u>1,567,044</u>	<u>1,341,867</u>	<u>225,177</u>	<u>307,319</u>	<u>304,864</u>	<u>2,455</u>
<u>(665,350)</u>	<u>(238,789)</u>	<u>426,561</u>	<u>13,809</u>	<u>41,714</u>	<u>27,905</u>
0	0	0	0	0	0
152,296	187,000	34,704	0	0	0
0	0	0	0	0	0
<u>152,296</u>	<u>187,000</u>	<u>34,704</u>	<u>0</u>	<u>0</u>	<u>0</u>
(513,054)	(51,789)	461,265	13,809	41,714	27,905
1,471,309	1,471,309	0	198,832	198,832	0
62,615	62,615	0	0	0	0
<u>\$1,020,870</u>	<u>\$1,482,135</u>	<u>\$461,265</u>	<u>\$212,641</u>	<u>\$240,546</u>	<u>\$27,905</u>

(Continued)

City of Fairlawn, Ohio  
 Combined Statement of Revenues, Expenditures and Changes in Fund Balances  
 Budget (Non-GAAP) and Actual (Continued)  
 All Governmental Fund Types  
 For the Year Ended December 31, 2002

	Capital Projects Funds		
	Revised Budget	Actual	Variance Favorable (Unfavorable)
<u>Revenues:</u>			
Municipal Income Taxes	\$2,078,456	\$2,078,456	\$0
Property and Other Taxes	78,677	67,749	(10,928)
Charges for Services	46,654	42,840	(3,814)
Licenses, Permits and Fees	0	86,123	86,123
Fines and Forfeitures	0	0	0
Intergovernmental	74,000	1,200,574	1,126,574
Special Assessments	0	0	0
Interest	0	0	0
Rentals	0	0	0
Contributions/Donations	0	0	0
Other	0	0	0
Total Revenues	<u>2,277,787</u>	<u>3,475,742</u>	<u>1,197,955</u>
<u>Expenditures:</u>			
Current:			
General Government	0	0	0
Security of Persons and Property	0	0	0
Public Health Services	0	0	0
Transportation	0	0	0
Community Environment	0	0	0
Basic Utility Services	0	0	0
Leisure Time Activities	0	0	0
Intergovernmental	0	1,132,474	(1,132,474)
Capital Outlay	13,482,421	12,873,715	608,706
Debt Service:			
Principal Retirement	280,000	280,000	0
Interest and Fiscal Charges	269,255	269,255	0
Total Expenditures	<u>14,031,676</u>	<u>14,555,444</u>	<u>(523,768)</u>
Excess of Revenues Over/(Under) Expenditures	<u>(11,753,889)</u>	<u>(11,079,702)</u>	<u>674,187</u>
<u>Other Financing Sources/(Uses):</u>			
Proceeds of General Obligation Bonds	5,000,000	5,009,941	9,941
Operating Transfers In	2,000,000	4,000,000	2,000,000
Operating Transfers Out	0	0	0
Total Other Financing Sources/(Uses)	<u>7,000,000</u>	<u>9,009,941</u>	<u>2,009,941</u>
Excess of Revenues and Other Financing Sources Over (Under)/Expenditures and Other Financing Uses	(4,753,889)	(2,069,761)	2,684,128
Fund Balances Beginning of Year	4,899,413	4,899,413	0
Unexpended Prior Year Encumbrances	751,067	751,719	652
Fund Balances End of Year	<u>\$896,591</u>	<u>\$3,581,371</u>	<u>\$2,684,780</u>

*See Accompanying Notes to the General Purpose Financial Statements*



Totals (Memorandum Only)		
Revised Budget	Actual	Variance Favorable (Unfavorable)
\$7,214,536	\$7,361,608	\$147,072
928,421	911,060	(17,361)
254,784	259,270	4,486
80,045	161,974	81,929
148,350	246,479	98,129
4,335,875	5,607,737	1,271,862
321,128	346,578	25,450
346,906	361,668	14,762
35,335	49,074	13,739
16,700	13,370	(3,330)
42,525	114,267	71,742
<u>13,724,605</u>	<u>15,433,085</u>	<u>1,708,480</u>
2,743,764	2,327,810	415,954
5,039,818	4,666,828	372,990
105,065	105,002	63
1,801,036	1,625,051	175,985
31,023	28,935	2,088
333,672	241,768	91,904
344,906	291,306	53,600
582,000	1,624,404	(1,042,404)
13,502,671	12,873,715	628,956
427,689	427,689	0
413,385	413,385	0
<u>25,325,029</u>	<u>24,625,893</u>	<u>699,136</u>
<u>(11,600,424)</u>	<u>(9,192,808)</u>	<u>2,407,616</u>
5,000,000	5,009,941	9,941
2,152,296	4,187,000	2,034,704
(4,187,000)	(4,187,000)	0
<u>2,965,296</u>	<u>5,009,941</u>	<u>2,044,645</u>
(8,635,128)	(4,182,867)	4,452,261
16,814,417	16,814,417	0
1,171,455	1,172,107	652
<u>\$9,350,744</u>	<u>\$13,803,657</u>	<u>\$4,452,913</u>

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City of Fairlawn  
Notes to the General Purpose Financial Statements  
For the Year Ended December 31, 2002

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**NOTE 1 - REPORTING ENTITY AND BASIS OF PRESENTATION**

The City of Fairlawn (the “City”) is a charter municipal corporation established and operated under the laws of the State of Ohio. The City is organized as a Mayor/Council form of government. The Mayor, Council and Finance Director are elected.

**A. Reporting Entity**

In evaluating how to define the City for financial reporting purposes, management has considered all agencies, departments, and organizations making up the City (the primary government) and its potential component units consistent with Governmental Accounting Standards Board (GASB) Statement No. 14 “The Financial Reporting Entity.”

The City provides various services including police and fire protection, emergency medical, recreation (including parks), planning, zoning, street maintenance and repair, and general administrative services. The operation of each of these activities is directly controlled by the Council through the budgetary process. None of these services are provided by a legally separate organization; therefore, these operations are included in the primary government.

Component units are legally separate organizations for which the City is financially accountable. The City is financially accountable for an organization if the City appoints a voting majority of the organization’s governing board and, (1) the City is able to significantly influence the programs of services performed or provided by the organization or (2) the City is legally entitled to or can otherwise access the organization’s resources; the City is legally obligated or has otherwise assumed the responsibility to finance the deficits of, or provide financial support to the organization; or the City is obligated for the debt of the organization. Component units may also include organizations for which the City issues debt, levies taxes or determines the budget. Based on this criteria, the City has no component units.

The Copley/Fairlawn City School District and the Summit County Public Library have been excluded from the City’s financial statements. Both are legally separate from the City. Neither impose a financial burden nor provide a financial benefit to the City. The City cannot significantly influence the operations of these entities.

The City participates in the Bath-Akron-Fairlawn Joint Economic Development District (JEDD), which is a jointly governed organization. The JEDD was created to assure the continued economic viability of Bath Township. A nine-member board of directors, three appointed from Bath Township, Akron, and Fairlawn, respectively, controls the operation of the JEDD. The board exercises total control over the operation of the JEDD including budgeting, appropriating, contracting and designating management.

City of Fairlawn  
Notes to the General Purpose Financial Statements  
For the Year Ended December 31, 2002

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Each participant's degree of control is limited to its representation on the board. All 2002 JEDD revenues were the result of the income tax levied by the JEDD effective January 1, 1999.

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

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

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

*Governmental Fund Types*

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

- *General Fund* - this fund is the operating fund of the City and is used to account for all financial resources except those required to be accounted for in another fund. The general fund balance is available to the City for any purpose provided it is expended or transferred according to the general laws of Ohio.
- *Special Revenue Funds* - these funds are established to account for the proceeds of specific revenue sources (other than amounts relating to major capital projects) that are legally restricted to expenditure for specified purposes.
- *Debt Service Fund* - this fund is used to account for the accumulation of resources for, and the payment of, general and special assessment long-term debt principal, interest, and related costs.
- *Capital Projects Funds* - these funds are used to account for financial resources to be used for the acquisition or construction of major capital facilities.

City of Fairlawn  
Notes to the General Purpose Financial Statements  
For the Year Ended December 31, 2002

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*Fiduciary Fund Types*

Fiduciary funds are used to account for assets held by the City in a trustee capacity or as an agent for individuals, private organizations, other governmental units and/or other funds. There are two types of fiduciary funds, trust and agency. The City has no trust funds. The City's agency funds are purely custodial (assets equal liabilities) and thus do not involve measurement of results of operations.

*Account Groups*

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

- *General Fixed Asset Account Group* - this account group accounts for all general fixed assets of the City.
- *General Long-Term Obligations Account Group* - this account group accounts for all unmatured long-term indebtedness of the City, including special assessment debt for which the City is obligated in some manner.

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

The significant accounting policies followed in the preparation of these financial statements are summarized below. These policies conform to generally accepted accounting principles (GAAP) for local governmental units as prescribed in the statements issued by the GASB and other recognized authoritative sources.

**A. Measurement Focus and Basis of Accounting**

The accounting and financial reporting treatment applied to a fund is determined by its measurement focus. All governmental fund types are accounted for using a flow of current financial resources measurement focus. With this measurement focus, only current assets and current liabilities are generally included on the combined balance sheet. Operating statements of these funds present increases (revenues and other financing sources) and decreases (expenditures and other financing uses) in net current assets.

Basis of accounting refers to when revenues and expenditures are recognized in the accounts and reported in the financial statements. Basis of accounting relates to the timing of the measurement made.

The modified accrual basis of accounting is followed for the governmental and agency funds.

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

Non-exchange transactions in which the City receives value without directly giving equal value in return, include income tax, property taxes, grants, entitlements and donations. Revenue from property taxes is recognized in the fiscal year for which the taxes are levied. (See Note 5) Revenue from grants, entitlements and donations is recognized in the fiscal year in which all eligibility requirements have been satisfied. Eligibility requirements include timing requirements which specify the year when the resources are required to be used or the fiscal year when use is first permitted, matching requirements in which the City must provide local resources to be used for a specified purpose, and expenditure requirements in which the resources are provided to the City on a reimbursement basis. On a modified accrual basis, revenue from non-exchange transactions must also be available before it can be recognized.

Under the modified accrual basis, the following revenue sources are considered to be both measurable and available at fiscal year-end: interest, state-levied locally shared taxes (including gasoline tax), grants, fines and forfeitures and income tax.

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

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

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

**B. 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.

City of Fairlawn  
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The certificate of estimated resources and the appropriation ordinance are subject to amendment throughout the year with the legal restriction that appropriations cannot exceed estimated resources, as certified. All funds, other than agency funds, are legally required to be budgeted and appropriated. The legal level of budgetary control has been established by City Council at the object level within each department. Any budgetary modifications at this level may only be made by resolution of the City Council.

*Tax Budget*

At the first City Council meeting in July, the Mayor presents the annual operating budget for the following fiscal year to City Council for consideration and passage. The adopted budget is submitted to the County Fiscal Officer, 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.

*Estimated Resources*

The County Budget Commission determines if the budget substantiates a need to levy all or part of previously authorized taxes and reviews estimated revenue. The Commission certifies its actions to the City by September 1. As part of this certification, the City receives the official certificate of estimated resources, which states the projected revenue of each 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 will not exceed the amount available as stated in the certificate of estimated resources. The revised budget then serves as the basis for the annual appropriation ordinance. On or about January 1, the certificate of estimated resources is amended to include unencumbered fund balances at December 31 of the preceding year. The certificate may be further amended during the year if the Finance Director determines, and the Budget Commission, agrees that an estimate needs to be either increased or decreased. The amounts reported on the budgetary statements reflect the amounts in the final amended official certificate of estimated resources issued during 2002.

*Appropriations*

A temporary appropriation ordinance to control expenditures may be passed on or about January 1 of each year for the period January 1 to March 31. An annual appropriation ordinance must be passed by April 1 of each year for the period January 1 to December, 31. The appropriation ordinance fixes spending authority at the fund, department, and object level. The appropriation ordinance may be amended during the year as new information becomes available, provided that total fund appropriations do not exceed current estimated resources, as certified. The allocation of appropriations among the departments and objects within a fund may be modified during the year by an ordinance of Council. During the year, several supplemental appropriation measures were passed.

City of Fairlawn  
Notes to the General Purpose Financial Statements  
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None of these supplemental appropriations had any significant affect on the original appropriations. The budget figures that appear in the statement of budgetary comparisons represent the final appropriation amounts, including all amendments and modifications.

*Encumbrances*

As part of formal budgetary control, purchase orders, contracts, and other commitments for the expenditure of moneys are recorded as the equivalent of expenditures on the non-GAAP budgetary basis in order to reserve that portion of the applicable appropriation and to determine and maintain legal compliance. The Ohio Revised Code prohibits expenditures plus encumbrances from exceeding appropriations at the fund, department and object level. On the GAAP basis, encumbrances outstanding at year-end are reported as reservations of fund balances for subsequent year expenditures.

*Lapsing of Appropriations*

At the close of each 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 succeeding year and is not re-appropriated.

**C. Cash and Cash Equivalents**

To improve cash management, cash received by the City is pooled. Monies for all funds are maintained in this pool. Individual fund integrity is maintained through the City's records. Each fund's interest in the pool is presented as "equity in pooled cash and cash equivalents" on the combined balance sheet.

During 2002, investments were limited to overnight repurchase agreements, certificates of deposit and interest in STAR Ohio, the State Treasurer's Investment Pool.

Except for nonparticipating investment contracts, investments are reported at fair value, which is based on quoted market prices. Nonparticipating investment contracts such as repurchase agreements are reported at cost.

The City had invested funds in the State Treasury Asset Reserve of Ohio (STAR Ohio) during 2002. STAR Ohio is an investment pool managed by the State Treasurer's Office which allows governments within the State to pool their funds for investment purposes. STAR Ohio is not registered with the SEC as an investment company, but does operate in a manner consistent with Rule 2a7 of the Investment Company Act of 1940. Investments in STAR Ohio are valued at STAR Ohio's share price, which is the price the investments could be sold for on December 31, 2002.



City of Fairlawn  
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Investment procedures are restricted by the provisions of the Ohio Revised Code. Interest revenue credited to the general fund during 2002 amounted to \$339,588, which includes \$151,148 assigned from other City funds.

The City has segregated bank accounts for monies held separate from the City's central bank account. These interest bearing depository accounts are presented in the combined balance sheet as "cash and cash equivalents in segregated accounts" since they are not required to be deposited into the City treasury.

For presentation on the combined balance sheet, investments of the cash management pool and investments with original maturities of three months or less at the time they are purchased by the City are considered to be cash equivalents. Investments with an initial maturity of more than three months are reported as investments.

The City has monies on deposit with Ohio Department of Transportation (ODOT) to be used for road improvement projects. This amount is presented as "cash and cash equivalents with fiscal agent" on the combined balance sheet.

**D. Inventory**

Inventories of governmental funds are stated at cost. For all funds, cost is determined on a first-in, first-out basis. The costs of inventory items are recorded as expenditures in the governmental fund types when purchased. Reported materials and supplies inventory is equally offset by a fund balance reserve in the governmental fund which indicates that it does not constitute available expendable resources even though it is a component of net current assets.

**E. Fixed Assets and Depreciation**

General fixed assets are not capitalized in the funds used to acquire or construct them. Instead, capital acquisition and construction costs are reflected as expenditures in governmental funds, and the related assets are reported in the general fixed asset account group.

All purchased fixed assets are valued at cost when historical records are available and at an estimated historical cost when no historical records exist. Donated fixed assets are valued at their estimated fair market value on the date received.

The costs of normal maintenance and repairs that do not add to the value of the asset or materially extend asset lives are not capitalized. Improvements are capitalized.

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Public domain (infrastructure) general fixed assets consisting of roads, bridges, curbs and gutters, streets and sidewalks, drainage systems, and lighting systems are not capitalized, as these assets are immovable and of value only to the City. Assets in the general fixed assets account group are not depreciated.

**F. Compensated Absences**

Vacation benefits are accrued as a liability as the benefits are earned if the employees' rights to receive compensation are attributable to services already rendered and it is probable that the City will compensate the employees for the benefits through paid time off or some other means. The City records a liability for accumulated unused vacation time when earned for all employees with more than one year of service.

Sick leave benefits are accrued as a liability using the vesting method. The liability includes employees currently eligible to receive termination benefits and those the City has identified as probable of receiving benefits in the future. The amount is based on accumulated sick leave and the employees' wage rates at fiscal year end, taking into consideration any limits specified in the City's termination policy. The City records a liability for accumulated unused sick leave for all employees hired before December 31, 1991.

For governmental funds, the current portion of unpaid compensated absences is the amount expected to be paid using expendable available resources. These amounts are recorded in the account "compensated absences payable" in the fund from which the employees who have accumulated unpaid leave are paid. The remainder is reported in the general long-term obligations account group.

**G. Interfund Assets/Liabilities**

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

**H. Fund Balances**

Reservations of fund balance are established to identify the existence of assets that, because of their non-monetary nature or lack of liquidity, represent financial resources not available for current appropriation or expenditure including amounts that are legally segregated for a specific future use. Fund balances are reserved for encumbrances and inventories of supplies and materials. A designated fund balance has been established for sewer line repairs.

City of Fairlawn  
Notes to the General Purpose Financial Statements  
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**I. Interfund Transactions**

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

Nonrecurring or non-routine permanent transfers of equity are reported as residual equity transfers. All other inter-fund transfers are reported as operating transfers.

**J. Accrued and Long-Term Liabilities**

In general, governmental fund payables and accrued liabilities are reported as obligations of the funds regardless of whether they will be liquidated with current resources. However, claims and judgments, compensated absences and contractually required pension contributions are reported as a liability in the general long-term obligations account group to the extent that they will not be paid with current expendable available financial resources. Payments made more than thirty-one days after year-end are generally considered not to have been paid with current available financial resources. Bonds and long-term loans are recognized as a liability of the general long-term obligations account group until due.

**K. Estimates**

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

**L. Total Columns on General Purpose Financial Statements**

Total columns on General Purpose Financial Statements 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 GAAP. Neither is such data comparable to a consolidation. Inter-fund eliminations have not been made in the aggregation of this data.

**NOTE 3 - BUDGETARY BASIS OF ACCOUNTING**

While reporting financial position, results of operations, and changes in fund balance on the GAAP basis, the budgetary basis as provided by law is based upon accounting for transactions on a basis of cash receipts, disbursements, and encumbrances.

City of Fairlawn  
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The Combined Statement of Revenues, Expenditures and Changes in Fund Balances - Budget (Non-GAAP) and Actual - All Governmental Fund Types is presented on the budgetary basis to provide a meaningful comparison of actual results with the budget and to demonstrate compliance with state statute. The major difference between the budget basis and the GAAP basis are as follows:

1. Revenues are recorded when received in cash (budget) as opposed to when susceptible to accrual (GAAP).
2. Expenditures are recorded when paid in cash (budget) as opposed to when the liability is incurred (GAAP).
3. Outstanding year-end encumbrances are treated as expenditures (budget) rather than as a reservation of fund balance for governmental fund types (GAAP).

The following table summarizes the adjustments necessary to reconcile the GAAP basis statements to the budgetary basis statements on a fund type basis:

	Excess of Revenues and Other Financing Sources Over/(Under) Expenditures and Other Financing Uses			
	General	Special Revenue	Debt Service	Capital Projects
GAAP Basis	\$(2,374,794)	\$29,899	\$41,714	\$3,002,431
Revenue Accruals	432,437	(25,873)	0	(54,782)
Unreported Cash	9,284	226	0	0
Expenditure Accruals	115,167	(3,834)	0	1,281,892
Encumbrances	(285,125)	(52,207)	0	(6,299,302)
Budget Basis	\$(2,103,031)	\$(51,789)	\$41,714	\$(2,069,761)

**NOTE 4 - DEPOSITS AND INVESTMENTS**

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

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

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

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

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

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

1. 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 and interest by the United States;
2. 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.
3. Written repurchase agreements in the securities listed above, provided that the market value of the securities subject to the repurchase agreement must exceed the principal value of the agreement by at least two percent and be marked to market daily, and that the term of the agreement must not exceed thirty days;
4. Bonds and other obligations of the State of Ohio;
5. No-load money market mutual funds consisting exclusively of obligations described in division (1) or (2) 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
6. The State Treasurer's investment pool (STAR Ohio).

Investments in stripped principal or interest obligations reverse repurchase agreements and derivatives are prohibited. The issuance of taxable notes for the purpose of arbitrage, the use of leverage and short selling are also prohibited. An investment must mature

City of Fairlawn  
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within five years from the date of purchase unless matched to a specific obligation or debt of the City, and must be purchased with the expectation that it will be held to maturity.

Investments may only be made through specified dealers and institutions. Payment for investments may be made only upon delivery of the securities representing the investments to the finance director or qualified trustee or, if the securities are not represented by a certificate, upon receipt of confirmation of transfer from the custodian.

The following information classifies deposits and investments by categories of risk as defined in GASB Statement 3, "Deposits with Financial Institutions, Investments (including Repurchase Agreements), and Reverse Repurchase Agreements."

*Cash on Hand*

At year end, the City had \$1,400 in un-deposited cash on hand which is included on the balance sheet as part of "equity in pooled cash and cash equivalents."

*Cash with Fiscal Agents*

The City has \$86,823 on deposit with the Ohio Department of Transportation (ODOT). Information regarding the classification of ODOT's deposits and investments per GASB Statement No. 3 may be found in the State's Comprehensive Annual Financial Report for the fiscal year ended June 30, 2002.

*City Deposits*

At year-end, the carrying amount of the City's deposits was \$1,402,713 and the bank balance was \$806,142. Of the bank balance, \$107,939 was covered by federal depository insurance and \$698,203 was uninsured and un-collateralized. Although the securities serving as collateral were held by the pledging financial institutions trust departments or agent in the City's name and all state statutory requirements for the deposit of money had been followed, noncompliance with the federal requirements would potentially subject the City to a successful claim by the Federal Deposit Insurance Corporation.

*City Investments*

The City's investments are required to be categorized to give an indication of the level of risk assumed by the City at year-end. Category 1 includes investments that are insured or registered or are held by the City or its agent in the City's name. Category 2 includes uninsured and unregistered investments which are held by the counterparty's trust deposit or agent in the City's name. Category 3 includes uninsured and unregistered investments which are held by the counterparty's trust department or agent but not in the City's name.

City of Fairlawn  
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STAR Ohio is an unclassified investment since it is not evidenced by securities that exist in physical or book form.

	3	Carrying Value	Fair Value
Repurchase Agreements	\$3,004,904	\$3,004,904	\$3,004,904
STAR Ohio		16,049,542	16,049,542
Total Investments	\$3,004,904	\$19,054,446	\$19,054,446

The classification of cash and cash equivalents, and investments on the combined financial statements are based on criteria set forth in GASB Statement No. 9, "Reporting Cash Flows of Proprietary and Non-Expendable Trust Funds and Government Entities That Use Proprietary Fund Accounting".

A reconciliation between the classifications of cash and cash equivalents and investments on the combined financial statements and the classification per GASB Statement No. 3 is as follows:

	Cash and Cash	
	Equivalents/Deposits	Investments
GASB Statement No. 9	\$20,545,382	\$0
Investments which are part of the cash management pool:		
Repurchase Agreement	(3,004,904)	3,004,904
STAR Ohio	(16,049,542)	16,049,542
ODOT	(86,823)	0
GASB Statement No. 3	\$1,404,113	\$19,054,446

**NOTE 5 – RECEIVABLES**

Receivables at December 31, 2002 consist primarily of taxes, intergovernmental receivables, special assessments and accrued interest on investments. All receivables are considered fully collectible.

**A. Property Taxes**

Property taxes include amounts levied against all real, public utility, and tangible personal property located in the City. Property tax revenue received during 2002 for real and public utility property taxes represents collections of 2001 taxes. Property tax payments received during 2002 for tangible personal property (other than public utility property) are for 2002 taxes.

2002 real property taxes are levied after October 1, 2002, on the assessed value as of January 1, 2002, the lien date. Assessed values are established by State law at 35 percent

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of appraised market value. 2002 real property taxes are collected in and intended to finance 2003.

Public utility tangible personal property currently is assessed at varying percentages of true value; public utility real property is assessed at 35 percent of true value. 2002 public utility property taxes became a lien December 31, 2001, are levied after October 1, 2002, and are collected in 2003 with real property taxes.

2002 tangible personal property taxes are levied after October 1, 2001, on the value as of December 31, 2001. Collections are made in 2002. Tangible personal property assessments are 25 percent of true value.

The full tax rate for all City operations for the year ended December 31, 2002 was \$2.70 per \$1,000 of assessed value. The assessed values of real and tangible personal property upon which 2002 property tax receipts were based are as follows:

	<u>Assessed Value</u>
Real Estate	\$289,598,570
Public Utility Property	4,340,970
Tangible Personal	<u>27,580,282</u>
Total	<u><u>\$321,519,822</u></u>

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

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

The County Fiscal Officer collects property taxes on behalf of all taxing districts in the county, including the City of Fairlawn. The County Fiscal Officer periodically remits to the City its portion of taxes. Property taxes receivable represent real and tangible personal property taxes and outstanding delinquencies which are measurable as of December 31, 2002, and for which there is an enforceable legal claim. Although total property tax collections for the next year are measurable, amounts to be received during the available period are not subject to reasonable estimation at December 31, nor were they levied to finance 2002 operations. The receivable is offset by deferred revenue.

**B. Income Taxes**

The City levies a municipal income tax of 2 percent on gross salaries, wages and other personal service compensation earned by residents of the City and on the earnings of



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nonresidents working within the City. This tax also applies to the net income of business operations within the City. Residents of the City are granted a credit of up to 2 percent for taxes paid to other municipalities.

Employers within the City are required to withhold income tax on employee 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. By City ordinance, income tax proceeds are credited as follows: the general fund receives 90 percent and the capital improvement fund receives 10 percent of the first 1.5 percent of the 2 percent income tax. The capital improvement fund receives the remaining .5 percent of the income tax.

**C. Intergovernmental Receivables**

A summary of intergovernmental receivables follows

Intergovernmental Receivable	Amount
General Fund:	
Local Government Tax	\$256,047
Tangible Exempt	4,695
Liquor Permits	2,655
Building Permits	7,562
Estate Tax	28,928
Akron Court Fines	1,906
JEDD Disbursements	159,251
Homestead & Rollback	30,779
Total General Fund	491,823
Special Revenue Funds:	
Gasoline Tax	97,441
Motor Vehicle	17,081
Motor Vehicle Permissive	6,761
Police DARE Grant	9,565
Fire Equipment Grants	5,785
Court Fines	25
Tangible Exempt	1,360
Homestead & Rollback	8,826
Total Special Revenue Funds	146,844
Capital Projects Fund:	
Summit County Shared Projects	15,180
Total All Funds	\$653,847

City of Fairlawn  
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**NOTE 6- FIXED ASSETS**

Changes in general fixed assets during 2002 were as follow:

	Balance January 1, 2002	Additions	Deletions	Balance December 31, 2002
Land	\$2,143,002	\$0	\$0	\$2,143,002
Land Improvements	1,229,033	284,999	0	1,514,032
Buildings	6,554,698	0	28,941	6,525,757
Machinery and Equipment	3,269,364	450,693	130,946	3,589,111
Vehicles	2,348,916	309,706	96,084	2,562,539
Construction In Progress	0	3,638,567	0	3,638,567
<b>Total</b>	<b>\$15,545,013</b>	<b>\$4,683,965</b>	<b>\$255,971</b>	<b>\$19,973,007</b>

**NOTE 7 - 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; injuries to employees; and natural disasters. During 2002, the City contracted with Wichert Insurance Service, Inc. for property and general liability insurance, including boiler and machinery. Police and professional liability policies are provided by CNA Insurance Companies with a \$1,000,000 limit and a \$10,000 deductible. A commercial umbrella policy through RLI Insurance Company provides additional general liability and auto liability insurance up to an \$11,000,000 limit.

Vehicles are covered by Westfield Insurance Company and hold a \$1,000 deductible for collision. Automobile liability coverage has no limit for collision, a \$500,000 limit for uninsured/underinsured motorist and a \$1,000,000 limit for bodily injury. Settled claims have not exceeded this commercial coverage in any of the past three years.

There has not been a significant reduction in coverage from the prior year.

Volunteer Fireman's Insurance Services covers Firemen and EMT professional liability with a limit of \$1,000,000 and no deductible.

The City pays the State Worker's Compensation system a premium based on a rate per \$100 of salaries. This rate is calculated based on accident history and administrative costs.

City of Fairlawn  
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**NOTE 8 - DEFINED BENEFIT PENSION PLANS**

**A. Ohio Public Employees Retirement System (OPERS)**

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

Plan members are required to contribute 8.5 percent of their annual covered salary to fund pension obligations. The 2002 employer contribution rate for the City was 8.55 percent of covered payroll, reduced from 9.25 percent in 2001. Contributions are authorized by State statute. The City's required contributions to OPERS for the years ended December 31, 2002, 2001, and 2000 were \$186,605, \$187,231 and \$115,321, respectively. The full amount has been contributed for 2001 and 2000. 76.8 percent has been contributed for 2002 with the remainder being reported as a liability within the general long-term obligations account group.

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

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

Police and firefighters are required to contribute 10 percent of their annual covered salary to fund pension obligations and the City is required to contribute 11.75 percent for police and 16.25 percent for firefighters. Contributions are authorized by State statute. The City's contributions to the OP&F for police and firefighters were \$141,067 and \$111,917 for the year ended December 31, 2002, \$135,718 and \$96,404 for the year ended December 31, 2001 and \$123,958 and \$77,119 for the year ended December 31, 2000. The full amount has been contributed for 2001 and 2000. 76.4 percent and 74.4 percent, respectively, have been contributed for 2002 with the remainder being reported as a liability in the general long-term obligations account group.

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**C. Social Security System**

Effective August 3, 1992, all volunteer firefighters, not otherwise covered by another retirement system, are covered by social security. The City's liability is 6.20 percent of wages paid.

**NOTE 9 - POST EMPLOYMENT BENEFITS**

**A. Ohio Public Employees Retirement System**

The Ohio Public Employees Retirement System (OPERS) provides postretirement health care coverage to age and service retirees with ten or more years of qualifying Ohio service credit. Health care coverage for disability recipients and primary survivor recipients is available. The health care coverage provided by the retirement system is considered an Other Postemployment Benefit as described in GASB Statement No. 12. A portion of each employer's contribution to OPERS is set aside for the funding of postretirement health care based on authority granted by State statute. The 2002 employer contribution rate was 13.55 percent of covered payroll; 5.00 percent was the portion that was used to fund health care for 2002. For 2001, the contribution rate was 13.55 percent of covered payroll; 4.3 percent was the portion that was used to fund healthcare.

Benefits are advance-funded using the entry age normal cost method. Significant actuarial assumptions, based on OPERS's latest actuarial review performed as of December 31, 2001, include a rate of return on investments of 8.00 percent, an annual increase in active employee total payroll of 4.00 percent compounded annually (assuming no change in the number of active employees) and an additional increase in total payroll of between .50 percent and 6.3 percent based on additional annual pay increases. Health care premiums were assumed to increase 4.00 percent annually.

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

The number of active contributing participants was 402,896. The City's actual contributions for 2002 which were used to fund postemployment benefits were \$109,126. The actual contribution and the actuarially required contributions are the same. OPERS's net assets available for payment of benefits at December 31, 2001, (the latest information available) were \$11.6 billion. The actuarially accrued liability and the unfunded actuarial accrued liability were \$16.4 billion and \$4.8 billion, respectively.

City of Fairlawn  
Notes to the General Purpose Financial Statements  
For the Year Ended December 31, 2002

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

The Ohio Police and Fire Pension Fund (OP&F) provides postretirement health care coverage to any person who receives or is eligible to receive a monthly benefit check or is a spouse or eligible dependent child of such person. An eligible dependent child is any child under the age of 18 whether or not the child is attending school or under the age of 22 if attending school full-time or on a 2/3 basis.

The health care coverage provided by the retirement system is considered an Other Postemployment Benefit as described in GASB Statement No. 12. The Ohio Revised Code provides the authority allowing the Ohio Police and Fire Pension Fund's Board of Trustees to provide health care coverage and states that health care costs paid from the Ohio Police and Fire Pension Fund shall be included in the employer's contribution rate. Health care funding and accounting is on a pay-as-you-go basis. The total police employer contribution rate is 19.5 percent of covered payroll and the total firefighter employer contribution rate is 24 percent of covered payroll, of which 7.75 percent of covered payroll was applied to the postemployment health care program during 2002. For 2001 the percent used to fund healthcare was 7.50 percent. In addition, since July 1, 1992, most retirees have been required to contribute a portion of the cost of their health care coverage through a deduction from their monthly benefit payment.

The City's actual contributions for 2002 that were used to fund postemployment benefits were \$90,043 for police and \$51,654 for fire. The OP&F's total health care expenses for the year ended December 31, 2001, (the latest information available) were \$122,298,771, which was net of member contributions of \$6,874,699. The number of OP&F participants eligible to receive health care benefits as of December 31, 2001, was 13,174 for police and 10,239 for firefighters.

**NOTE 10 - OTHER EMPLOYEE BENEFITS**

**A. Compensated Absences**

The criteria for determining vested vacation and sick leave components are derived from negotiated agreements and state laws. Employees earn ten to thirty days of vacation per year, depending upon length of service. Vacation accumulation is typically limited to one year. Employees may carry over vacation earned for three years prior to the employee's retirement date. All accumulated unused vacation time is paid upon termination of employment.

Employees earn sick leave at the rate of 1.25 days per month of service. Sick leave accumulation is limited to 220 days. Upon retirement, employees hired before 1991 are eligible to receive payment for accumulated unused sick days. The exact terms vary in accordance with the negotiated collective bargaining agreement in effect. In most cases, the sick leave termination payment is limited to 90 days. Employees with a hire date

City of Fairlawn  
Notes to the General Purpose Financial Statements  
For the Year Ended December 31, 2002

subsequent to 1991 are generally not eligible to receive termination payments for sick leave. As of December 31, 2002, the total liability for unpaid compensated absences was \$979,490.

**B. Health Care Benefits**

The City provides life insurance and accidental death and dismemberment insurance to most employees. The City has elected to provide employees medical/surgical benefits through Medical Mutual of Northern Ohio. The employees share the cost of the monthly premium. Dental insurance is provided by the City through Delta Dental.

**NOTE 11 - LONG-TERM OBLIGATIONS**

Long-term obligations of the City as of December 31, 2002, were as follows:

	Balance December 31, 2001	Additions	Deletions	Balance December 31, 2002
General Obligation Bonds (2.80-5.75%)	\$5,685,000	\$5,105,000	\$280,000	\$10,510,000
Special Assessment				
Various Purpose Bond (4.80-7.00%)	1,395,000	0	105,000	1,290,000
OPWC Loans (6.00%)	810,731	0	42,689	768,042
Intergovernmental Payable	185,976	187,211	185,976	187,211
Compensated Absences	844,359	153,298	18,167	979,490
Total General Long-Term Debt	<u>\$8,921,066</u>	<u>\$5,445,509</u>	<u>\$631,832</u>	<u>\$13,734,743</u>

The general obligation bonds will be paid from income taxes receipted into the capital improvement fund. The special assessment bond and OPWC loans will be paid from the proceeds of special assessments levied against the benefited property owners. In the event that a property owner fails to pay the assessment, payment will be made by the City. Compensated absences reported in the "compensated absences payable" account will be paid from the fund from which the employees' salaries are paid. Intergovernmental payable represents unfunded pension contribution not paid with current available financial resources and will be paid from the general fund and special revenue funds.

City of Fairlawn  
Notes to the General Purpose Financial Statements  
For the Year Ended December 31, 2002

Principal and interest requirements to retire long-term obligations outstanding at December 31, 2002 are as follows:

Year Ending	Special Assessment Bond	General Obligation Bonds	OPWC Loans	Total
2003	199,345	937,839	90,702	1,227,886
2004	197,140	930,318	90,702	1,218,160
2005	199,550	927,995	90,702	1,218,247
2006	195,800	934,897	90,702	1,221,399
2007	196,700	924,070	90,702	1,211,472
2008-12	791,450	4,638,765	453,509	5,883,724
2013-17	0	3,680,977	181,404	3,862,381
2018+	0	2,204,150	0	2,204,150
Total principal and interest	1,779,985	15,179,011	1,088,423	18,047,419
Less interest	489,985	4,669,011	320,381	5,479,377
Total principal	<u>\$1,290,000</u>	<u>\$10,510,000</u>	<u>\$768,042</u>	<u>\$12,568,042</u>

**NOTE 12 - CONTRACTUAL COMMITMENTS**

As of December 31, 2002, the City had various contractual commitments; for road maintenance and improvements of \$2,138,278, sewer cleaning and improvements of \$131,120, building improvements of \$3,703,621, purchases of various capital equipment of \$173,372, computer equipment of \$8,287 and park equipment and improvements of \$181,486.

**NOTE 13 - CONTINGENCIES**

**A. Grants**

The City received financial assistance from federal and state agencies in the form of grants. The disbursement of funds received under these programs generally requires compliance with terms and conditions specified in the grant agreements and are subject to audit by the grantor agencies. Any disallowed claims resulting from such audits could become a liability of the general fund or other applicable funds. However, in the opinion of management, any such disallowed claims will not have a material effect on the overall financial position of the City as of December 31, 2002.

City of Fairlawn  
Notes to the General Purpose Financial Statements  
For the Year Ended December 31, 2002

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**B. Litigation**

The City is party to legal proceedings. The City management is of the opinion that the ultimate disposition of these claims and legal proceedings will not have a material effect, if any, on the financial condition of the City.

**NOTE 14 - INTERFUND TRANSACTIONS**

Interfund balances at December 31, 2002, consist of the following:

	Due From	Due To
General Fund	\$25,203	\$0
Special Revenue Funds:		
Children Adolescent SAEF -	6,014	0
Mayor's Court - Agency Fund	0	31,217
Total	<u>\$31,217</u>	<u>\$31,217</u>





**Auditor of State  
Betty Montgomery**

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

City of Fairlawn  
Summit County  
3487 South Smith Road  
Fairlawn, Ohio 44333

To the Members of City Council:

We have audited the general purpose financial statements of the City of Fairlawn, Summit County, Ohio, (the City) as of and for the year ended December 31, 2002 and have issued our report thereon dated August 15, 2003. We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States.

**Compliance**

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

However, we noted certain immaterial instances of noncompliance that we have reported to management of the City in a separate letter dated August 15, 2003.

**Internal Control Over Financial Reporting**

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

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[www.auditor.state.oh.us](http://www.auditor.state.oh.us)

However, we noted other matters involving the internal control over financial reporting that do not require inclusion in this report, that we have reported to management of the City in a separate letter dated August 15, 2003.

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

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

**Betty Montgomery**  
Auditor of State

August 15, 2003



**Auditor of State  
Betty Montgomery**

88 East Broad Street  
P.O. Box 1140  
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800-282-0370

Facsimile 614-466-4490

**CITY OF FAIRLAWN**

**SUMMIT COUNTY**

**CLERK'S CERTIFICATION**

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

*Susan Babbitt*

**CLERK OF THE BUREAU**

**CERTIFIED  
SEPTEMBER 23, 2003**