

CITY OF NORWALK  
Huron County, Ohio

Regular Audit

January 1, 2009, through December 31, 2009  
Fiscal Years Audited Under GAGAS: 2009



**Balestra, Harr & Scherer, CPAs, Inc.**

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Mary Taylor, CPA  
Auditor of State

Members of Council  
City of Norwalk  
38 Whittlesey Avenue  
Norwalk, Ohio 44857

We have reviewed the *Independent Auditor's Report* of the City of Norwalk, Huron County, prepared by Balestra, Harr & Scherer, CPAs, Inc., for the audit period January 1, 2009 through December 31, 2009. 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 Norwalk is responsible for compliance with these laws and regulations.

*Mary Taylor*

Mary Taylor, CPA  
Auditor of State

September 21, 2010

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**CITY OF NORWALK  
HURON COUNTY, OHIO**

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## INDEPENDENT AUDITOR'S REPORT

City of Norwalk  
Huron County  
38 Whittlesey Avenue  
Norwalk, Ohio 44857

We have audited the accompanying financial statements of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information of the City of Norwalk, Huron County, Ohio, (the "City"), as of and for the year ended December 31, 2009, which collectively comprise the City's basic financial statements as listed in the table of contents. These financial statements are the responsibility of the City's management. Our responsibility is to express opinions on these financial statements based on our audit.

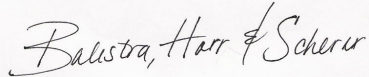
We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in Comptroller General of the United States' *Government Auditing Standards*. Those standards require that we plan and perform the audit to reasonably assure whether the basic 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 the significant estimates made by management, as well as evaluating the overall financial statement presentation. We believe our audit provides a reasonable basis for our opinions.

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information of the City of Norwalk, Huron County, Ohio as of December 31, 2009, and the respective changes in financial position and cash flows, where applicable, thereof and the respective budgetary comparison for the General Fund for the year then ended in conformity with accounting principles generally accepted in the United States of America.

In accordance with *Government Auditing Standards*, we have also issued our report dated June 25, 2010, on our consideration of the City's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, grant agreements and other matters. While we did not opine on the internal control over financial reporting or on compliance, that report describes the scope of our testing of internal control over financial reporting and compliance and the results of that testing. That report is an integral part of an audit performed in accordance with *Government Auditing Standards*. You should read it in conjunction with this report in assessing the results of our audit.

City Council  
City of Norwalk  
Independent Auditor's Report

Management's Discussion and Analysis is not a required part of the basic financial statements but is supplementary information accounting principles generally accepted in the United States of America requires. We have applied certain limited procedures, which consisted principally of inquiries of management regarding the methods of measuring and presenting the required supplementary information. However, we did not audit the information and express no opinion on it.

A handwritten signature in cursive script that reads "Balestra, Harr & Scherer". The signature is written in black ink on a light-colored background.

Balestra, Harr & Scherer CPAs, Inc.  
June 25, 2010

**City of Norwalk, Ohio**  
*Management's Discussion and Analysis*  
*For the Year Ended December 31, 2009*  
*Unaudited*

The discussion and analysis of the City of Norwalk's (the "City") financial performance provides an overall review of the City's financial activities for the year ended December 31, 2009. The intent of this discussion and analysis is to look at the City's financial performance as a whole; along with the review of the basic financial statements for the reader to enhance their understanding of the City's financial performance.

**Financial Highlights**

The City's key financial highlights for 2009 are as follows:

- The assets of the City exceeded its liabilities at the close of the year ended December 31, 2009, by \$47.2 million (net assets). Unrestricted net assets in the amount of \$5.4 million are available to meet the City's ongoing obligations to citizens and creditors. The City's net assets related to governmental activities amounted to \$28.7 million, while net assets related to business-type activities amounted to \$18.5 million.
- Total net assets for the year decreased by \$793,246 or approximately 1.7%. Net assets for business-type activities increased 1.8% while those related to governmental activities decreased 3.8%.
- The City's total revenues, excluding transfers amounted to \$17.7 million in 2009, of which \$11.3 million related to governmental activities and \$6.4 million to business-type activities. Program specific revenues in the form of charges for services, grants and contributions accounted for \$7.9 million or 44.3% of total revenues.
- The City had \$18.5 million in expenses, excluding transfers in 2009, \$11.7 million of which were for governmental activities and \$6.8 million for business-type activities.
- Among major funds, the General Fund had \$6.9 million in revenues and \$6.4 million in expenditures, excluding transfers out in 2009. Approximately \$900,000 was transferred to other funds.
- The General Fund's balance decreased to \$2.7 million, a decrease of \$417,323 from the beginning 2009 balance. The General Fund balance was 38.8% of total General Fund revenues, which is a decrease of 0.6% of the percentage in 2008.
- During 2009, the City's total long-term obligations decreased from \$17.2 million to \$16.3 million. The decrease of \$0.9 million was due to retirement of principal on notes and bonds.

**Using this Annual Financial Report**

This annual report consists of a series of financial statements and notes to those statements. These statements are organized so the reader can understand the City as a financial whole.

The Statement of Net Assets and Statement of Activities (referred collectively as the government-wide statements) provide information about the activities of the entire City and present a longer-term view of the City's finances. Fund financial statements provide the next level of detail. For governmental funds, these statements tell how services were financed in the short-term as well as what dollars remain for future spending. The fund financial statements also look at the City's most significant funds with all other nonmajor funds presented in total in one column. The proprietary funds statements are prepared on the same basis as the government-wide statements. The remaining statements provide financial information about activities for which the City acts solely as a trustee or agent for the benefit of those outside of the government.



## **Reporting the City as a Whole**

### ***Statement of Net Assets and Statement of Activities***

These government-wide statements answer the question, “How did the City as a whole do financially during 2009”? They are prepared on the accrual basis of accounting, including all assets and liabilities, much the same way as for a private enterprise. This basis of accounting takes into account all of the current year’s revenues and expenses regardless of when cash is received or paid.

These two statements report the City’s net assets and the changes in those assets. This change in net assets is important as it tells the reader that, for the City as a whole, the financial position of the City has improved or diminished. However, in evaluating the overall position of the City, nonfinancial information such as changes in the tax base and the condition of the City’s needs will also need to be evaluated.

- *The Statement of Net Assets.* This Statement (page 11) reports all assets and liabilities of the City as of December 31, 2009. The difference between total assets and total liabilities is reported as net assets. Increases in net assets generally indicate an improvement in financial position while decreases may indicate a deterioration of financial position.
- *The Statement of Activities.* This Statement (page 12) serves the purpose of the traditional income statement. It provides consolidated reporting of the results of all activities of the City for the year ended December 31, 2009. Changes in net assets are recorded in the period in which the underlying event takes place, which may differ from the period in which cash is received or disbursed. The Statement of Activities displays the expense of the City’s various programs net of related revenues, as well as the separate presentation of revenues available for general purposes.

In the Statement of Net Assets and the Statement of Activities, the City is divided into two distinct kinds of activities:

**Governmental Activities** – Most of the City’s programs and services are reported here including police, fire and rescue, street maintenance, capital improvements, and general administration. These services are funded primarily by property and income taxes and intergovernmental revenue including Federal and State grants and other shared revenues. The reporting of services including public safety, administration and all departments, with the exception of the Water Fund, Sewer Fund and Sanitation Fund, which are reported as Business-Type Activity.

**Business-Type Activity** – The City reports the activity of services (Water, Sewer and Sanitation) where the City charges the user fees to recover the cost of providing the service as well as all capital expenses associated with the facilities.

## **Reporting the City of Norwalk’s Most Significant Funds**

### ***Fund Financial Statements***

These statements provide financial position and results of the City’s major funds. The City’s major governmental funds are: the General Fund and the Capital Investment Trust Fund. A fund is an accounting entity created to account for a specific activity or purpose. The creation of some funds is mandated by law and others are created by management to demonstrate financial compliance with budgetary or legal requirements. Funds are classified into three broad categories: governmental funds, proprietary funds, and fiduciary funds.

- **Governmental Funds.** Governmental funds are used to account for “Government-Type” activities. However, unlike the government-wide financial statements, governmental fund statements use a “flow of financial resources” measurement focus. The governmental fund statements provide a detailed short-term view of the City’s general government operations and the basic services it provides. Increases in spendable resources are reported in the operating statement as “revenues” or “other financing sources”. Decreases in spendable resources are reported as “expenditures” or “other financing uses”. Income taxes, property taxes, charges for services and state and federal grants finance most of those activities.

The Basic Governmental Fund Financial Statements can be found on pages 13 through 17 of this report.

- **Proprietary Funds.** There are two types of Proprietary funds: enterprise funds and internal service funds.

Enterprise Funds - These funds are used to account for operations that are financed and operated in a manner to private business enterprises for which either 1) the intent is that the costs (expenses, including depreciation) be recovered primarily through user charges, or 2) determination of net income is appropriate for management control, accountability or other purposes.

The City of Norwalk’s Water Fund, Sewer Fund and Sanitation Fund are all considered to be major funds and are displayed separately in the proprietary fund statements on pages 18 through 20.

The City has no internal service funds.

- **Fiduciary Funds.** Fiduciary Funds are used to account for resources held for the benefit of parties outside the City government. Fiduciary fund are not reflected in the government-wide financial statements because the resources of those funds are not available to support the City’s own programs. The accounting used for fiduciary funds is much like that used for proprietary funds. A private purpose trust and agency funds are the City’s fiduciary fund types.

Fiduciary fund statements are on pages 21-22 of this report.

### **Other Information**

#### ***Notes to the Basic Financial Statements.***

The notes provide additional and explanatory data. They are an integral part of the basic financial statements. These notes to the basic financial statements can be found on pages 23 through 50 of this report.

### **The City as a Whole**

As noted earlier, net assets may serve over time as a useful indicator of the City’s financial position. In the case of the City of Norwalk, assets exceed liabilities by \$28,721,299 in governmental activities and \$18,534,621 in business-type activities as of December 31, 2009. The largest portion of the City’s net assets reflects its investment in capital assets (i.e. land, construction in progress, buildings, equipment and machinery, infrastructure), less any related debt used to acquire those assets that is still outstanding. The City uses these capital assets to provide services to its citizens. Consequently, these assets are not available for future spending. Although the City’s investment in its capital assets is reported net of related debt, it should be noted that the resources needed to repay this debt must be provided from other sources, since the capital assets themselves cannot be used to liquidate these liabilities.

During 2009, the City’s overall financial position was decreased by \$793,246 as governmental activities net assets decreased by \$1,124,328 and those for business-type activities increased by \$331,082. Net assets are presented in the following table:

**Table 1**  
**City of Norwalk**  
**Net Assets**

	<u>Governmental Activities 2009</u>	<u>Governmental Activities 2008</u>	<u>Business-Type Activities 2009</u>	<u>Business-Type Activities 2008</u>	<u>Total 2009</u>	<u>Total 2008</u>
<b>ASSETS</b>						
Current Assets	\$15,533,392	\$15,000,591	\$4,320,253	\$4,796,788	\$19,853,645	\$19,797,379
Capital Assets, Net	18,892,199	20,092,547	27,620,813	27,821,167	46,513,012	47,913,714
Total Assets	<u>34,425,591</u>	<u>35,093,138</u>	<u>31,941,066</u>	<u>32,617,955</u>	<u>66,366,657</u>	<u>67,711,093</u>
<b>LIABILITIES:</b>						
Current and Other Liabilities	2,578,245	2,039,810	262,846	467,506	2,841,091	2,507,316
Long-Term Liabilities:						
Due Within One Year	539,371	526,998	1,033,699	993,032	1,573,070	1,520,030
Due in More Than One Year	2,586,676	2,680,703	12,109,900	12,953,878	14,696,576	15,634,581
Total Liabilities	<u>5,704,292</u>	<u>5,247,511</u>	<u>13,406,445</u>	<u>14,414,416</u>	<u>19,110,737</u>	<u>19,661,927</u>
<b>NET ASSETS:</b>						
Invested in Capital Assets, Net of Related Debt	17,215,201	18,245,397	14,998,397	14,165,142	32,213,598	32,410,539
Restricted	9,653,326	9,253,696	0	0	9,653,326	9,253,696
Unrestricted	1,852,772	2,346,534	3,536,224	4,038,397	5,388,996	6,384,931
Total Net Assets	<u>\$28,721,299</u>	<u>\$29,845,627</u>	<u>\$18,534,621</u>	<u>\$18,203,539</u>	<u>\$47,255,920</u>	<u>\$48,049,166</u>

Table 2 below, indicates the changes in net assets for the year ended December 31, 2009.

**Table 2**  
**City of Norwalk**  
**Changes in Net Assets**

	Governmental Activities 2009	Governmental Activities 2008	Business - Type Activities 2009	Business - Type Activities 2008	Total 2009	Total 2008
<b>Revenues</b>						
Program Revenues:						
Charges for Services	\$2,026,721	\$2,094,927	\$5,406,828	\$5,431,760	\$7,433,549	\$7,526,687
Operating Grants and Contributions	202,304	274,940	0	0	202,304	274,940
Capital Grants and Contributions	229,217	345,157	0	0	229,217	345,157
General Revenues:						
Property Taxes	1,630,976	1,453,830	0	0	1,630,976	1,453,830
Income Taxes	4,841,472	5,645,688	968,259	1,129,087	5,809,731	6,774,775
Grants and Entitlements not Restricted to Specific Programs	1,797,927	1,926,950	0	0	1,797,927	1,926,950
Investment Income	324,529	606,887	0	0	324,529	606,887
Gain on Sale of Capital Assets	0	0	0	112,338	0	112,338
Miscellaneous	291,497	97,866	20,939	14,347	312,436	112,213
<b>Total Revenues</b>	<b>11,344,643</b>	<b>12,446,245</b>	<b>6,396,026</b>	<b>6,687,532</b>	<b>17,740,669</b>	<b>19,133,777</b>
<b>Expenses</b>						
Program Expenses:						
General Government	2,394,793	2,452,495	0	0	2,394,793	2,452,495
Security of Persons and Property	5,159,409	5,258,094	0	0	5,159,409	5,258,094
Public Health	161,384	163,635	0	0	161,384	163,635
Lesiure Time Services	1,830,096	2,139,459	0	0	1,830,096	2,139,459
Community and Economic Development	262,036	196,981	0	0	262,036	196,981
Transportation	1,870,618	2,125,581	0	0	1,870,618	2,125,581
Interest and Fiscal Charges	65,735	71,499	0	0	65,735	71,499
Water	0	0	2,675,310	2,684,445	2,675,310	2,684,445
Sewer	0	0	2,933,050	3,044,718	2,933,050	3,044,718
Sanitation	0	0	1,181,484	1,333,764	1,181,484	1,333,764
<b>Total Expenses</b>	<b>11,744,071</b>	<b>12,407,744</b>	<b>6,789,844</b>	<b>7,062,927</b>	<b>18,533,915</b>	<b>19,470,671</b>
Increase (Decrease) in Net Assets Before Transfers						
	(399,428)	38,501	(393,818)	(375,395)	(793,246)	(336,894)
Transfers						
	(724,900)	0	724,900	0	0	0
Increase (Decrease) in Net Assets After Transfers						
	(1,124,328)	38,501	331,082	(375,395)	(793,246)	(336,894)
Net Assets - Beginning	29,845,627	29,807,126	18,203,539	18,578,934	48,049,166	48,386,060
Net Assets - Ending	<b>\$28,721,299</b>	<b>\$29,845,627</b>	<b>\$18,534,621</b>	<b>\$18,203,539</b>	<b>\$47,255,920</b>	<b>\$48,049,166</b>

## ***Governmental Activities***

The City income tax is the largest contributor of revenues sources in government activities accounting for 42.7% of total revenues. Property and other local taxes generate 14.4% and grants and entitlements generate 15.8% of total revenues.

The City's direct charges to users of governmental services represent 17.9% of total revenue. These charges are from fees for recreational activities, fines and forfeitures related to judicial activity and licenses and permits.

Security of Persons and Property account for 43.9% of governmental expenses, general government accounts for 20.4% of governmental expenses while transportation costs and leisure time services represent 15.9% and 15.6% of governmental expenses respectively.

## ***Business-Type Activities***

The City's business-type activities are the water and sewer departments and the sanitation services. The City provides curbside trash pick-up as well as yard waste pick-up. Income to provide sanitation services is derived from a specific one quarter of one percent income tax passed by voters in 1991.

Charges for services generated 84.5% of all revenues in the business-type activities.

The City's water and sewer departments continued to operate with moderate rates. The minimum user water rate was \$1.60 for the first 1,000 gallons of water. The minimum user sewer rate was \$1.95 for the first 1,000 gallons of water. Rates for usage of 2,000 gallons or more for 2009 were \$5.80 per thousand gallons for water which reflects a 2% increase from 2008 and \$6.60 per thousand gallons for sewer which reflects an 18% increase from 2008. The substantial increase to the sewer rates reflects the dollars needed for debt service on approximately \$8 million worth of improvements to the Wastewater Treatment Plant.

## **Individual Funds Summary And Analysis**

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

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

As of the end of the current fiscal year, the City's governmental funds reported combined ending fund balances of \$12,263,817, a decrease of \$24,792 in comparison with the prior year. Approximately 40.0% of this total amount of \$12,263,817 is available for spending at the government's discretion. The remainder of fund balance is reserved to indicate that it is not readily available for new spending since it has already been committed to liquidate contracts and purchase commitments, to pay debt service or for a variety of other restricted purposes.

The General Fund is the primary operating fund of the City of Norwalk. At the end of the current year, the General Fund's unreserved balance was \$2,550,523, while the total fund balance was \$2,687,780. As a measure of the general funds liquidity, it may be useful to compare both unreserved fund balance and total fund balance to total fund expenditures. Unreserved fund balance represents 39.8% of total General Fund expenditures, while total fund balance represents 42.0% of that same amount.

The General Fund balance decreased by \$417,323 or 13.4% under the prior year.

The other major governmental fund of the City, besides the General Fund is the Capital Investment Trust Fund.

Proprietary Funds – The City’s proprietary funds provide the same type of information found in the government-wide business-type activity financial statements, but in more detail. Net assets in the Water, Sewer and Sanitation Fund increased/(decreased) \$359,107, (4.6%), \$164,467 (1.9%), and (\$192,492) (-12.1%), respectively.

**Budgetary Highlights**

As required by State statute, City Council adopts an annual appropriation (budget) resolution for all City funds.

There was no significant change from the original budget to the final budget in the General Fund. Approximately \$111,000 less was collected than was budgeted. Of that amount, (\$259,128) was attributed to income tax receipts. Interest earnings decreased \$185,248 under 2008.

Actual General Fund expenditures compared to the budget reflected approximately \$475,000 remaining in unencumbered funds as of December 31, 2009. Security of persons and property which is largely the Police and Fire Department activity, accounted for \$211,897 of those unencumbered funds and general government accounted for \$253,332. Budgets remained tight in 2009. Management was committed to maintaining the level of services expected by the citizens of the community. With the exception of two police officers on military leave intermittently throughout 2009, all City personnel were retained.

Health care premiums did not increase in 2009 with the participation level between employer and employee unchanged at 85/15. Overall, salaries, wages and fringe benefits increased 4% over 2008 largely due to the 27<sup>th</sup> pay period.

**Capital Assets and Debt Administration**

**Capital Assets**

The City’s investment in capital assets for its governmental and business-type activities as of December 31, 2009, amounts to \$46,513,012 (net of accumulated depreciation). This investment in capital assets includes land; construction in progress; building structures and improvements; furniture, fixtures and equipment; and infrastructure. The total decrease in the City’s investment in capital assets for the current year was 2.9% (6.0% decrease for governmental activity and a 0.7% decrease for business-type activity).

**Table 3 – City of Norwalk, Ohio – Capital Assets  
(Net of Depreciation)**

	Governmental Activities 2009	Governmental Activities 2008	Business- Type Activities 2009	Business- Type Activities 2008	Total 2009	Total 2008
Land	\$2,005,447	\$2,005,447	\$26,497	\$26,497	\$2,031,944	\$2,031,944
Construction in Progress	22,696	1,500,626	301,970	308,947	324,666	1,809,573
Land Improvements	522,812	539,148	361,307	402,804	884,119	941,952
Buildings	4,533,093	4,690,544	9,281,168	9,497,010	13,814,261	14,187,554
Equipment	957,269	1,171,773	2,344,557	2,414,189	3,301,826	3,585,962
Infrastructure	10,850,882	10,185,009	15,305,314	15,171,720	26,156,196	25,356,729
<b>Total Capital Assets, Net</b>	<b>\$18,892,199</b>	<b>\$20,092,547</b>	<b>\$27,620,813</b>	<b>\$27,821,167</b>	<b>\$46,513,012</b>	<b>\$47,913,714</b>

Additional detailed information relating to the City's capital assets is contained in Note 11 of the Notes to the Basic Financial Statements.

**Debt**

The gross indebtedness of the City at the end of 2009 was \$14,880,675. As of December 31, 2009, the City had \$497,282 and \$11,603,038 in outstanding OPWC and OWDA loans, respectively.

The general obligation indebtedness of the City is subject to two statutory debt limitations referred to as the direct debt limitation: (Section 133.05 ORC). Certain debt with a repayment source other than general tax revenues, is excluded from the definition of net indebtedness. Under that definition, the City has approximately \$1,903,288 of net indebtedness as of December 31, 2009. The aggregate principal amount of unvoted net indebtedness may not exceed 5.5% of the assessed valuation for property tax purposes of all real and personal property located within the City. The legal unvoted debt margin was \$14,851,470 as of December 31, 2009. The total principal amount of voted and unvoted nonexempt net indebtedness of the City may not exceed 10.5% of its assessed value of real and personal property. Total net indebtedness for both voted and unvoted issues was \$324,576 leaving the City's overall legal debt margin at \$28,647,875 as of December 31, 2009.

**Table 4 - City of Norwalk, Ohio - Long-Term Debt  
(As of end of each year)**

	Governmental Activities 2009	Governmental Activities 2008	Business- Type Activities 2009	Business- Type Activities 2008	Total 2009	Total 2008
General Obligation Bonds	\$512,863	\$592,062	\$1,715,000	\$1,950,000	\$2,227,863	\$2,542,062
OPWC Loans	338,331	376,219	158,951	173,401	497,282	549,620
OWDA Loans	825,804	878,869	10,777,234	11,330,334	11,603,038	12,209,203
Capital Lease	0	0	121,186	202,290	121,186	202,290
Police and Fire Past Service Cost	431,306	440,572	0	0	431,306	440,572
<b>Total Long-Term Debt</b>	<b>\$2,108,304</b>	<b>\$2,287,722</b>	<b>\$12,772,371</b>	<b>\$13,656,025</b>	<b>\$14,880,675</b>	<b>\$15,943,747</b>

Additional information regarding the City's Long-Term Obligations can be found in Note 13 of this report.

**Contacting the City Finance Department**

This financial report is designed to provide our citizens, taxpayers, creditors and investors with an overview of the City's finances and to show the City's accountability for the money it receives. If you have any questions about this report or need additional financial information, contact Diane Eschen, Director of Finance, 38 Whittlesey Avenue, Norwalk, Ohio 44857, 419-663-6710.

**City of Norwalk, Ohio**  
**Huron County**  
**Statement of Net Assets**  
**December 31, 2009**

	Governmental Activities	Business-Type Activities	Total
<b>Assets</b>			
Current Assets:			
Equity in Pooled Cash and Cash Equivalents	\$9,385,977	\$3,511,200	\$12,897,177
Cash and Cash Equivalents in Segregated Accounts	4,968	0	4,968
Investment in Norwalk Securities	147,863	0	147,863
Taxes Receivable	2,208,220	223,644	2,431,864
Accounts Receivable	78,692	506,853	585,545
Accrued Interest Receivable	75,425	0	75,425
Intergovernmental Receivable	1,863,972	0	1,863,972
Special Assessments Receivable	21,216	1,905	23,121
Notes Receivable	1,695,910	0	1,695,910
Materials and Supplies Inventory	51,149	56,787	107,936
Noncurrent Assets:			
Unamortized Bond Issue Costs	0	19,864	19,864
Non-Depreciable Capital Assets	2,028,143	328,467	2,356,610
Depreciable Capital Assets, Net	16,864,056	27,292,346	44,156,402
<i>Total Assets</i>	<u>34,425,591</u>	<u>31,941,066</u>	<u>66,366,657</u>
<b>Liabilities</b>			
Current Liabilities:			
Accounts Payable	215,742	142,388	358,130
Accrued Wages and Benefits	26,558	21,323	47,881
Intergovernmental Payable	330,894	99,135	430,029
Unearned Revenue	2,005,051	0	2,005,051
Noncurrent Liabilities:			
Due Within One Year	539,371	1,033,699	1,573,070
Due In More Than One Year	2,586,676	12,109,900	14,696,576
<i>Total Liabilities</i>	<u>5,704,292</u>	<u>13,406,445</u>	<u>19,110,737</u>
<b>Net Assets</b>			
Invested in Capital Assets, Net of Related Debt	17,215,201	14,978,533	32,193,734
Restricted for Debt Service	80,031	0	80,031
Restricted for Capital Projects	5,370,395	0	5,370,395
Restricted for Other Purposes	142,888	0	142,888
Restricted for Police Pension	75,700	0	75,700
Restricted for Fire Pension	53,282	0	53,282
Restricted for Parks and Recreation	138,605	0	138,605
Restricted for Recreation	230,375	0	230,375
Restricted for Police Levy	97,587	0	97,587
Restricted for Fire Levy	95,235	0	95,235
Restricted for Street Construction, Maint., & Repair	530,735	0	530,735
Restricted for Court Programs	613,310	0	613,310
Restricted for Community Development Programs	1,045,687	0	1,045,687
Restricted for Housing Programs	616,286	0	616,286
Restricted for Economic Development	558,378	0	558,378
Restricted - Nonexpendable	4,832	0	4,832
Unrestricted	1,852,772	3,556,088	5,408,860
<i>Total Net Assets</i>	<u>\$28,721,299</u>	<u>\$18,534,621</u>	<u>\$47,255,920</u>

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



City of Norwalk, Ohio  
Huron County  
Statement of Activities  
For the Year Ended December 31, 2009

	Program Revenues				Net (Expense) and Changes in Net Assets		
	Expenses	Charges for Services and Sales	Operating Grants and Contributions	Capital Grants and Contributions	Governmental Activities	Business-Type Activities	Total
<b>Governmental Activities</b>							
General Government	\$2,394,793	\$404,963	\$73,371	\$225,770	(\$1,690,689)	\$0	(\$1,690,689)
Security of Persons and Property	5,159,409	606,170	11,342	3,275	(4,538,622)	0	(4,538,622)
Public Health	161,384	35,009	376	109	(125,890)	0	(125,890)
Leisure Time Services	1,830,096	968,330	1,562	0	(860,204)	0	(860,204)
Community and Economic Development	262,036	10,187	115,629	56	(136,164)	0	(136,164)
Transportation	1,870,618	2,062	24	7	(1,868,525)	0	(1,868,525)
Interest and Fiscal Charges	65,735	0	0	0	(65,735)	0	(65,735)
<i>Total Governmental Activities</i>	<u>11,744,071</u>	<u>2,026,721</u>	<u>202,304</u>	<u>229,217</u>	<u>(9,285,829)</u>	<u>0</u>	<u>(9,285,829)</u>
<b>Business-Type Activities</b>							
Water	2,675,310	2,619,174	0	0	0	(56,136)	(56,136)
Sewer	2,933,050	2,767,983	0	0	0	(165,067)	(165,067)
Sanitation	1,181,484	19,671	0	0	0	(1,161,813)	(1,161,813)
<i>Total Business-Type Activities</i>	<u>6,789,844</u>	<u>5,406,828</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>(1,383,016)</u>	<u>(1,383,016)</u>
<i>Totals</i>	<u>\$18,533,915</u>	<u>\$7,433,549</u>	<u>\$202,304</u>	<u>\$229,217</u>	<u>(9,285,829)</u>	<u>(1,383,016)</u>	<u>(10,668,845)</u>
<b>General Revenues:</b>							
Property Taxes Levied for:							
General Purposes					973,584	0	973,584
Special Revenue					657,392	0	657,392
Income Taxes					4,841,472	968,259	5,809,731
Grants and Entitlements not Restricted to Specific Programs					1,797,927	0	1,797,927
Investment Earnings					324,529	0	324,529
Miscellaneous					291,497	20,939	312,436
Transfers					(724,900)	724,900	0
<i>Total General Revenues and Transfers</i>					<u>8,161,501</u>	<u>1,714,098</u>	<u>9,875,599</u>
Change in Net Assets					(1,124,328)	331,082	(793,246)
<i>Net Assets Beginning of Year</i>					<u>29,845,627</u>	<u>18,203,539</u>	<u>48,049,166</u>
<i>Net Assets End of Year</i>					<u>\$28,721,299</u>	<u>\$18,534,621</u>	<u>\$47,255,920</u>

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

**City of Norwalk, Ohio**  
**Huron County**  
**Balance Sheet**  
**Governmental Funds**  
**December 31, 2009**

	General	Capital Investment Trust Fund	All Other Governmental Funds	Total Governmental Funds
<b>Assets</b>				
Current Assets:				
Equity in Pooled Cash and Cash Equivalents	\$1,711,763	\$4,172,714	\$3,501,500	\$9,385,977
Cash and Cash Equivalents in Segregated Accounts	4,968	0	0	4,968
Investment in Norwalk Securities	0	0	147,863	147,863
Taxes Receivable	1,495,943	0	712,277	2,208,220
Accounts Receivable	71,121	0	7,571	78,692
Accrued Interest Receivable	75,425	0	0	75,425
Intergovernmental Receivable	428,451	0	1,435,521	1,863,972
Special Assessments Receivable	0	0	21,216	21,216
Notes Receivable	0	0	1,695,910	1,695,910
Materials and Supplies Inventory	0	0	51,149	51,149
<i>Total Assets</i>	<u>\$3,787,671</u>	<u>\$4,172,714</u>	<u>\$7,573,007</u>	<u>\$15,533,392</u>
<b>Liabilities</b>				
Current Liabilities:				
Accounts Payable	\$90,107	\$0	\$125,635	\$215,742
Accrued Wages and Benefits	12,145	0	14,413	26,558
Intergovernmental Payable	131,328	0	199,566	330,894
Deferred Revenue	318,364	0	372,966	691,330
Unearned Revenue	547,947	0	1,457,104	2,005,051
<i>Total Liabilities</i>	<u>1,099,891</u>	<u>0</u>	<u>2,169,684</u>	<u>3,269,575</u>
<b>Fund Balances</b>				
Reserved for:				
Encumbrances	137,257	0	1,263,843	1,401,100
Notes Receivable	0	0	1,695,910	1,695,910
Endowments	0	0	4,832	4,832
Capital Improvements	0	4,172,714	0	4,172,714
Debt Service	0	0	80,031	80,031
Unreserved, Undesignated, Reported in:				
General Fund	2,550,523	0	0	2,550,523
Special Revenue Funds	0	0	1,357,116	1,357,116
Capital Projects Funds	0	0	1,001,555	1,001,555
Permanent Funds	0	0	36	36
<i>Total Fund Balances</i>	<u>2,687,780</u>	<u>4,172,714</u>	<u>5,403,323</u>	<u>12,263,817</u>
<i>Total Liabilities and Fund Balances</i>	<u>\$3,787,671</u>	<u>\$4,172,714</u>	<u>\$7,573,007</u>	<u>\$15,533,392</u>

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

**City of Norwalk, Ohio**  
**Huron County**  
**Reconciliation of Total Governmental Fund Balances to Net Assets**  
**of Governmental Activities**  
**For the Year Ended December 31, 2009**

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**Total Governmental Fund Balances** \$12,263,817

*Amounts reported for governmental activities in the statement of activities are different because*

Capital assets used in governmental activities are not financial resources and therefore, are not reported in the funds.

Land	2,005,447	
Construction in Progress	22,696	
Land Improvements (Net of Depreciation)	522,812	
Buildings (Net of Depreciation)	4,533,093	
Equipment (Net of Depreciation)	957,269	
Infrastructure (Net of Depreciation)	<u>10,850,882</u>	
Total		18,892,199

Other long-term assets are not available to pay for current period expenditures and therefore, are deferred in the funds.

Property Taxes	140,028	
Local Taxes	<u>551,302</u>	
Total		691,330

Long-term liabilities, including bonds payable, are not due and payable in the current period and therefore are not reported in the funds.

General Obligation Bonds	(512,863)	
OPWC Loan	(338,331)	
OWDA Loan	(825,804)	
Police and Fire Past Service Costs	(431,306)	
Compensated Absences	<u>(1,017,743)</u>	
		<u>(3,126,047)</u>

*Net Assets of Governmental Activities* \$28,721,299

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

**City of Norwalk, Ohio**  
**Huron County**  
**Statement of Revenues, Expenditures and Changes in Fund Balances**  
**Governmental Funds**  
**For the Year Ended December 31, 2009**

	General	Capital Investment Trust Fund	All Other Governmental Funds	Total Governmental Funds
<b>Revenues:</b>				
Property and Other Local Taxes	\$950,123	\$0	\$627,795	\$1,577,918
Income Taxes	3,873,181	0	968,291	4,841,472
Special Assessments	5,150	0	80,460	85,610
Charges for Services	90,483	0	983,444	1,073,927
Licenses and Permits	12,790	0	14,782	27,572
Fines and Forfeitures	806,087	0	119,135	925,222
Intergovernmental	913,271	0	1,234,957	2,148,228
Interest	275,419	0	49,110	324,529
Contributions and Donations	1,948	0	27,562	29,510
Other	2,815	0	288,682	291,497
<i>Total Revenues</i>	<u>6,931,267</u>	<u>0</u>	<u>4,394,218</u>	<u>11,325,485</u>
<b>Expenditures:</b>				
Current:				
General Government	2,131,386	0	124,694	2,256,080
Security of Persons and Property	4,027,577	0	778,741	4,806,318
Public Health	135,652	0	25,732	161,384
Leisure Time Services	0	0	1,544,099	1,544,099
Community and Economic Development	70,407	0	199,990	270,397
Transportation	8,443	0	1,044,976	1,053,419
Capital Outlay	3,252	0	1,019,441	1,022,693
Debt Service:				
Principal Retirement	14,199	0	155,953	170,152
Interest and Fiscal Charges	9,462	0	56,273	65,735
<i>Total Expenditures</i>	<u>6,400,378</u>	<u>0</u>	<u>4,949,899</u>	<u>11,350,277</u>
<i>Excess (Deficiency) of Revenues Over (Under) Expenditures</i>	<u>530,889</u>	<u>0</u>	<u>(555,681)</u>	<u>(24,792)</u>
<b>Other Financing Sources (Uses):</b>				
Transfers In	0	0	948,212	948,212
Transfers Out	(948,212)	0	0	(948,212)
<i>Total Other Financing Sources (Uses)</i>	<u>(948,212)</u>	<u>0</u>	<u>948,212</u>	<u>0</u>
<i>Net Change in Fund Balances</i>	<u>(417,323)</u>	<u>0</u>	<u>392,531</u>	<u>(24,792)</u>
<i>Fund Balance Beginning of Year</i>	<u>3,105,103</u>	<u>4,172,714</u>	<u>5,010,792</u>	<u>12,288,609</u>
<i>Fund Balance End of Year</i>	<u>\$2,687,780</u>	<u>\$4,172,714</u>	<u>\$5,403,323</u>	<u>\$12,263,817</u>

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

**City of Norwalk, Ohio**  
**Huron County**  
**Reconciliation of the Statement of Revenues, Expenditures and Changes**  
**in Fund Balances of Governmental Funds to the Statement of Activities**  
**For the Year Ended December 31, 2009**

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**Net Change in Fund Balances - Total Governmental Funds** (\$24,792)

*Amounts reported for governmental activities in the  
statement of activities are different because*

Governmental funds report capital outlays as expenditures. However, in the Statement of Activities, the cost of those assets is allocated over their estimated useful lives as depreciation expense. This is the amount by which capital outlays exceeded depreciation in the current period.

Capital Outlay	862,143	
Depreciation Expense	(1,171,341)	
Total	(309,198)	(309,198)

The net effect of various miscellaneous transactions involving capital assets is to decrease net asset.

Transfers In	8,038	
Transfers Out	(732,938)	
	(724,900)	(724,900)

Governmental funds only report the disposal of fixed assets to the extent proceeds are received from the sale. In the Statement of Activities, a gain or loss is reported for each disposal.

Loss on Disposal of Capital Assets		(166,250)
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Revenues in the statement of activities that do not provide current financial resources are not reported as revenues in the funds.

Property Taxes	53,058	
Special Assessments	21,216	
Local Taxes	(55,116)	
Total	19,158	19,158

Repayment of long-term debt is reported as an expenditure in the governmental funds, but the repayment reduces long-term liabilities in the Statement of Net Assets.

General Obligation Payments	79,199	
OWDA Loan Payable	53,065	
OPWC Loan Payments	37,888	
Police and Fire Past Service Costs Payments	9,266	
Total	179,418	179,418

Some expenses reported in the Statement of Activities, such as compensated absences which represent contractually required pension contributions, do not require the use of current financial resources and therefore are not reported as expenditures in governmental funds.

Compensated Absences		(97,764)
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*Change in Net Assets of Governmental Activities* (\$1,124,328)

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

**City of Norwalk  
Huron County  
Statement of Revenues, Expenditures and Changes  
In Fund Balance - Budget (Non-GAAP Basis) and Actual  
General Fund  
For the Year Ended December 31, 2009**

	Budgeted Amounts		Actual	Variance with Final Budget Over (Under)
	Original	Final		(Under)
<b>REVENUES:</b>				
Property and Other Local Taxes	\$670,091	\$844,924	\$950,123	\$105,199
Income Taxes	4,360,000	4,260,000	4,000,872	(259,128)
Special Assessments	0	0	5,150	5,150
Charges for Services	66,400	66,400	83,106	16,706
Licenses and Permits	25,200	25,200	12,790	(12,410)
Fines and Forfeitures	769,000	769,000	800,301	31,301
Intergovernmental	998,606	953,606	933,711	(19,895)
Interest	379,459	335,000	346,519	11,519
Contributions and Donations	0	0	1,948	1,948
Reimbursements	500	500	7,866	7,366
Other	2,500	2,500	3,739	1,239
<b>Total Revenues</b>	<b>7,271,756</b>	<b>7,257,130</b>	<b>7,146,125</b>	<b>(111,005)</b>
<b>EXPENDITURES:</b>				
<b>Current:</b>				
General Government	2,406,929	2,542,379	2,289,047	253,332
Security of Persons and Property	4,493,875	4,514,150	4,302,253	211,897
Public Health	146,281	146,281	145,504	777
Community and Economic Development	68,493	73,493	71,322	2,171
Transportation	16,522	16,522	9,848	6,674
Capital Outlay	3,500	3,500	3,252	248
<b>Debt Service:</b>				
Principal Retirements	14,205	14,205	14,199	6
Interest and Fiscal Charges	9,465	9,465	9,462	3
<b>Total Expenditures</b>	<b>7,159,270</b>	<b>7,319,995</b>	<b>6,844,887</b>	<b>475,108</b>
Excess (Deficiency) of Revenues Over (Under) Expenditures	112,486	(62,865)	301,238	364,103
<b>OTHER FINANCING (USES):</b>				
Transfers Out	(954,400)	(954,400)	(948,212)	6,188
<b>Net Change in Fund Balance</b>	<b>(841,914)</b>	<b>(1,017,265)</b>	<b>(646,974)</b>	<b>370,291</b>
Fund Balance at Beginning of Year	1,898,332	1,898,332	1,898,332	0
Prior Year Encumbrances Appropriated	218,270	218,270	218,270	0
<b>Fund Balance at End of Year</b>	<b>\$1,274,688</b>	<b>\$1,099,337</b>	<b>\$1,469,628</b>	<b>\$370,291</b>

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

**City of Norwalk, Ohio**  
**Huron County**  
**Statement of Fund Net Assets**  
**Proprietary Funds**  
**December 31, 2009**

	Business-Type Activities Enterprise Funds			Totals
	Water	Sewer	Sanitation	
<b>Assets</b>				
Current Assets:				
Equity in Pooled Cash and Cash Equivalents	\$1,567,094	\$1,237,405	\$706,701	\$3,511,200
Taxes Receivable	0	0	223,644	223,644
Accounts Receivable	234,317	271,474	1,062	506,853
Special Assessments Receivable	1,015	890	0	1,905
Materials and Supplies Inventory	46,473	10,314	0	56,787
<b>Total Current Assets</b>	<b>1,848,899</b>	<b>1,520,083</b>	<b>931,407</b>	<b>4,300,389</b>
Noncurrent Assets:				
Unamortized Bond Issue Costs	19,864	0	0	19,864
Non-Depreciable Capital Assets	24,860	277,110	26,497	328,467
Depreciable Capital Assets, Net	9,140,266	17,492,696	659,384	27,292,346
<b>Total Noncurrent Assets</b>	<b>9,184,990</b>	<b>17,769,806</b>	<b>685,881</b>	<b>27,640,677</b>
<b>Total Assets</b>	<b>11,033,889</b>	<b>19,289,889</b>	<b>1,617,288</b>	<b>31,941,066</b>
<b>Liabilities</b>				
Current Liabilities:				
Accounts Payable	52,476	55,385	34,527	142,388
Accrued Wages and Benefits	5,208	4,804	11,311	21,323
Intergovernmental Payable	37,800	39,023	22,312	99,135
Compensated Absences Payable	57,482	60,884	56,699	175,065
General Obligation Bonds Payable	250,000	0	0	250,000
Capital Leases Payable	19,229	19,229	0	38,458
OPWC Loans Payable	0	14,450	0	14,450
OWDA Loans Payable	40,247	542,488	0	582,735
<b>Total Current Liabilities</b>	<b>462,442</b>	<b>736,263</b>	<b>124,849</b>	<b>1,323,554</b>
Noncurrent Liabilities:				
Compensated Absences Payable - Net of Current Portion	102,998	128,035	95,221	326,254
General Obligation Bonds Payable - Net of Current Portion	1,465,000	0	0	1,465,000
Capital Leases Payable - Net of Current Portion	41,364	41,364	0	82,728
OPWC Loans Payable - Net of Current Portion	0	144,501	0	144,501
OWDA Loans Payable - Net of Current Portion	886,372	9,308,127	0	10,194,499
Unamortized Discount on Bonds	(6,165)	0	0	(6,165)
Unamortized Charge - Refunding Bonds	(123,926)	0	0	(123,926)
<b>Total Noncurrent Liabilities</b>	<b>2,365,643</b>	<b>9,622,027</b>	<b>95,221</b>	<b>12,082,891</b>
<b>Total Liabilities</b>	<b>2,828,085</b>	<b>10,358,290</b>	<b>220,070</b>	<b>13,406,445</b>
<b>Net Assets</b>				
Invested in Capital Assets, Net of Related Debt	6,593,005	7,699,647	685,881	14,978,533
Unrestricted	1,612,799	1,231,952	711,337	3,556,088
<b>Total Net Assets</b>	<b>\$8,205,804</b>	<b>\$8,931,599</b>	<b>\$1,397,218</b>	<b>\$18,534,621</b>

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

**City of Norwalk, Ohio**  
**Huron County**  
**Statement of Revenues, Expenses and Changes in Fund Net Assets**  
**Proprietary Funds**  
**For the Year Ended December 31, 2009**

	Business-Type Activities Enterprise Funds			Totals
	Water	Sewer	Sanitation	
<b>Operating Revenues:</b>				
Charges for Services	\$2,619,174	\$2,767,983	\$19,671	\$5,406,828
Other Operating Revenue	3,651	815	1,062	5,528
<i>Total Operating Revenues</i>	<u>2,622,825</u>	<u>2,768,798</u>	<u>20,733</u>	<u>5,412,356</u>
<b>Operating Expenses:</b>				
Personal Services	1,349,686	1,371,075	722,540	3,443,301
Contractual Services	273,793	345,966	322,261	942,020
Materials and Supplies	339,661	146,501	71,017	557,179
Depreciation	530,850	725,623	65,666	1,322,139
<i>Total Operating Expenses</i>	<u>2,493,990</u>	<u>2,589,165</u>	<u>1,181,484</u>	<u>6,264,639</u>
<i>Operating Income (Loss)</i>	<u>128,835</u>	<u>179,633</u>	<u>(1,160,751)</u>	<u>(852,283)</u>
<b>Non-Operating Revenues (Expenses):</b>				
Capital Grants and Contributions	408,217	324,721	0	732,938
Municipal Income Tax	0	0	968,259	968,259
Other Non-Operating Revenues	3,375	12,036	0	15,411
Interest and Fiscal Charges	(181,320)	(342,028)	0	(523,348)
Other Non-Operating Expenses	0	(9,895)	0	(9,895)
<i>Total Non-Operating Revenues (Expenses)</i>	<u>230,272</u>	<u>(15,166)</u>	<u>968,259</u>	<u>1,183,365</u>
<i>Change in Net Assets</i>	<u>359,107</u>	<u>164,467</u>	<u>(192,492)</u>	<u>331,082</u>
<i>Net Assets at Beginning of Year</i>	<u>7,846,697</u>	<u>8,767,132</u>	<u>1,589,710</u>	<u>18,203,539</u>
<i>Net Assets at End of Year</i>	<u>\$8,205,804</u>	<u>\$8,931,599</u>	<u>\$1,397,218</u>	<u>\$18,534,621</u>

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



**City of Norwalk, Ohio**  
**Huron County**  
**Statement of Cash Flows**  
**Proprietary Funds**  
**For the Year Ended December 31, 2009**

	Business-Type Activities- Enterprise Funds			
	Water	Sewer	Sanitation	Totals
<b>Cash Flows from Operating Activities</b>				
Cash Received from Customers	\$2,661,585	\$2,769,302	\$19,671	\$5,450,558
Cash Payments to Employees for Services	(1,357,530)	(1,400,176)	(741,164)	(3,498,870)
Cash Payments for Goods and Services	(712,282)	(566,726)	(405,576)	(1,684,584)
Net Cash Provided by (Used in) Operating Activities	591,773	802,400	(1,127,069)	267,104
<b>Cash Flows from Noncapital Financing Activities</b>				
Municipal Income Tax	0	0	1,000,167	1,000,167
Other Non-Operating Revenue	3,375	12,036	0	15,411
Other Non-Operating Expenses	0	(1,857)	0	(1,857)
Net Cash Provided by Noncapital Financing Activities	3,375	10,179	1,000,167	1,013,721
<b>Cash Flows from Capital and Related Financing Financing Activities</b>				
Proceeds from Loans	0	10,821	0	10,821
Acquisition of Capital Assets	(122,664)	(71,738)	(202,483)	(396,885)
Principal Payments	(273,813)	(539,558)	0	(813,371)
Interest Payments	(148,212)	(342,028)	0	(490,240)
Net Cash (Used in) Capital and Related Financing Activities	(544,689)	(942,503)	(202,483)	(1,689,675)
Net Increase (Decrease) in Cash and Cash Equivalents	50,459	(129,924)	(329,385)	(408,850)
Cash and Cash Equivalents Beginning of Year	1,516,635	1,367,329	1,036,086	3,920,050
Cash and Cash Equivalents End of Year	\$1,567,094	\$1,237,405	\$706,701	\$3,511,200
<b>Reconciliation of Operating Income (Loss) to Net Cash Provided by (Used in) Operating Activities</b>				
Operating Income (Loss)	\$128,835	\$179,633	(\$1,160,751)	(\$852,283)
<b>Adjustments to Reconcile Operating Income to Net Cash Provided by (Used in) Operating Activities</b>				
Depreciation	530,850	725,623	65,666	1,322,139
<b>(Increase) Decrease in Operating Assets:</b>				
Accounts Receivable	39,775	1,394	(1,062)	40,107
Special Assessments Receivable	(1,015)	(890)	0	(1,905)
Materials and Supplies Inventory	(8,807)	(2,500)	0	(11,307)
<b>Increase (Decrease) in Operating Liabilities:</b>				
Accounts Payable	(49,469)	(31,207)	(12,298)	(92,974)
Accrued Wages and Benefits	(26,530)	(31,478)	(38,452)	(96,460)
Compensated Absences Payable	20,032	4,827	26,468	51,327
Intergovernmental Payable	(1,346)	(2,450)	(6,640)	(10,436)
Capital Lease	(40,552)	(40,552)	0	(81,104)
Total Adjustments	462,938	622,767	33,682	1,119,387
Net Cash Provided by (Used in) Operating Activities	\$591,773	\$802,400	(\$1,127,069)	\$267,104

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

**City of Norwalk, Ohio**  
**Huron County**  
**Statement of Fiduciary Net Assets**  
**Fiduciary Funds**  
**December 31, 2009**

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	Private Purpose Trust	Agency
	<u>          </u>	<u>          </u>
<b>Assets</b>		
Current Assets:		
Equity in Pooled Cash and Cash Equivalents	\$20,100	\$33,288
Cash and Cash Equivalents in Segregated Accounts	<u>          0</u>	<u>          17,128</u>
<i>Total Assets</i>	<u>          20,100</u>	<u>          50,416</u>
<b>Liabilities</b>		
Current Liabilities:		
Undistributed Monies	<u>          0</u>	<u>          50,416</u>
<i>Total Liabilities</i>	<u>          0</u>	<u>          \$50,416</u>
<b>Net Assets</b>		
Unrestricted	<u>          20,100</u>	
<i>Total Net Assets</i>	<u>          \$20,100</u>	

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

**City of Norwalk, Ohio**  
**Huron County**  
**Statement of Changes in Fiduciary Net Assets**  
**Fiduciary Fund**  
**For the Year Ended December 31, 2009**

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	<u>Private Purpose Trust</u>
Additions:	
Miscellaneous	<u>\$1,500</u>
Total Additions	<u>1,500</u>
Deductions:	
Miscellaneous	<u>1,000</u>
Total Deductions	<u>1,000</u>
Change in Net Assets	500
Net Assets at Beginning of Year	<u>19,600</u>
Net Assets at End of Year	<u><u>\$20,100</u></u>

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

**CITY OF NORWALK, OHIO  
HURON COUNTY  
NOTES TO THE BASIC FINANCIAL STATEMENTS  
FOR THE YEAR ENDED DECEMBER 31, 2009**

**NOTE 1 – DESCRIPTION OF THE CITY AND REPORTING ENTITY**

The City of Norwalk, Ohio (the “City”) was incorporated in 1887 and chartered in 1972 under the laws of the State of Ohio. The City operates under the Mayor-Council form of government.

For financial reporting purposes, the City’s basic financial statements include all funds, agencies, boards, commissions and departments for which the City is financially accountable. Financial accountability, as defined by Governmental Accounting Standards Board (GASB) Statement No. 14, “The Reporting Entity”, exists if the City appoints a voting majority of an organization’s governing board and is either able to impose its will on that organization or there is a potential for the organization to provide specific financial benefits to, or impose specific burdens on, the City. The City may also be financially accountable for governmental organizations with a separately elected governing board, a governing board appointed by another government, or a jointly appointed board that is fiscally dependent on the City. The City also took into consideration other organizations for which the nature and significance of their relationship with the City are such that exclusion would cause the City’s basic financial statements to be misleading or incomplete.

The City provides various services and consists of many different activities and smaller accounting entities. These include police and firefighting forces, sewage and water treatment plants, a street maintenance department, a parks and recreation system, a trash collection service, planning and zoning, and a staff to provide the necessary support to these service providers. The City also includes a municipal court with jurisdiction extending beyond the boundaries of the City. These service departments and the Norwalk Municipal Court are included as part of the primary reporting entity.

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

The significant accounting policies followed in the preparation of these basic financial statements are summarized below. These policies conform to generally accepted accounting principles for local governmental units as prescribed in the statements issued by the Governmental Accounting Standards Board (GASB) and other recognized authoritative sources. The City applies Financial Accounting Standards Board Statements (FASB) and Interpretations issued after November 30, 1989 to its business-type activities and enterprise funds provided they do not conflict with Governmental Accounting Standards Board pronouncements. The City has elected not to apply FASB statements and interpretations issued after November 30, 1989. The more significant of the City’s policies are described below.

**A. *Basis of Presentation***

The City’s basic financial statements consist of government-wide statements, including a statement of net assets and a statement of activities, and fund financial statements which provide a more detailed level of financial information.

Government-wide Financial Statements

The statement of net assets and the statement of activities display information about the City as a whole. These statements include the financial activities of the primary government, except for fiduciary funds. The statements distinguish between those activities of the City that are governmental and those that are considered business-type activities.

**CITY OF NORWALK, OHIO**  
**HURON COUNTY**  
**NOTES TO THE BASIC FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED DECEMBER 31, 2009**

The statement of net assets presents the financial condition of the governmental and business-type activities of the City at year-end. The statement of activities presents a comparison between direct expenses and program revenues for each program or function of the City's governmental activities and for the business-type activities of the City. Direct expenses are those that are specifically associated with a service, program or department and therefore clearly identifiable to a particular function. Program revenues include charges paid by the recipient of the goods or services offered by the program, grants and contributions that are restricted to meeting the operational or capital requirements of a particular program and interest earned on grants that is required to be used to support a particular program. Revenues which are not classified as program revenues are presented as general revenues of the City, with certain limited exceptions. The comparison of direct expenses with program revenues identifies the extent to which each business segment or governmental function is self-financing or draws from the general revenues of the City.

Fund Financial Statements

During the year, the City segregates transactions related to certain City functions or activities in separate funds in order to aid financial management and to demonstrate legal compliance. Fund financial statements are designed to present financial information of the City at this more detailed level. The focus of governmental and enterprise fund financial statements is on major funds. Each major fund is presented in a separate column. Nonmajor funds are aggregated and presented in a single column. Fiduciary funds are reported by type.

Proprietary funds distinguish operating revenues and expenses from non-operating items. Operating revenues and expenses generally result from providing services and producing and delivering goods in connection with a proprietary funds principal ongoing operation. The principal operating revenues of the city's proprietary funds are charges for services, operating expenses for the enterprise fund including personnel and other expenses related to sewer, water and sanitation operations. All revenues and expenses not meeting these definitions are reported as non-operating revenues and expenses.

**B. *Fund Accounting***

The City uses funds to maintain its financial records during the year. A fund is defined as a fiscal and accounting entity with a self balancing set of accounts. There are three categories of funds: governmental, proprietary and fiduciary.

Governmental Funds

Governmental funds are those through which most governmental functions typically are financed. Governmental fund reporting focuses on the sources, uses and balances of current financial resources. Expendable assets are assigned to the various governmental funds according to the purposes for which they may or must be used. Current liabilities are assigned to the fund from which they will be paid. The difference between governmental fund assets and liabilities is reported as fund balance. The following are the City's major governmental funds:

General Fund - The general fund accounts 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 charter of the City and/or the general laws of Ohio.

Capital Investment Trust Fund – This fund is used to account for the proceeds from the sale of public utilities or real estate that the City owns or has an interest in. The monies may be used to construct or acquire permanent improvements upon the approval of the majority of electors of the City.

**CITY OF NORWALK, OHIO  
HURON COUNTY  
NOTES TO THE BASIC FINANCIAL STATEMENTS  
FOR THE YEAR ENDED DECEMBER 31, 2009**

The other governmental funds of the City account for grants and other resources whose use is restricted to a particular purpose.

Proprietary Funds

Proprietary fund reporting focuses on changes in net assets, financial position and cash flows. Proprietary funds are classified as enterprise.

Enterprise Funds - Enterprise funds may be used to account for any activity for which a fee is charged to external users for goods or services. The following are the City's major enterprise funds:

Water Enterprise Fund - The water enterprise fund accounts for the provision of water treatment and distribution to its residential and commercial users located within the City.

Sewer Enterprise Fund - The sewer enterprise fund accounts for the provision of sanitary sewer service to the residents and commercial users located within the City.

Sanitation Enterprise Fund - The sanitation enterprise fund accounts for the provision of trash and recyclables to the residents and commercial users located within the City.

Fiduciary Funds

Fiduciary fund reporting focuses on net assets and changes in net assets. The fiduciary fund category is split into four classifications: pension trust funds, investment trust funds, private-purpose trust funds and agency funds. Trust funds are used to account for assets held by the City under a trust agreement for individuals, private organizations, or other governments and are therefore not available to support the City's own programs. The City's only trust fund is a private purpose trust fund established to account for deposits made to this account for street openings and boulevard openings. The agency funds account for municipal court collections that are distributed to various local governments, uncashed City issued checks, and security against the total cost of removing, repairing or security for property damaged by fire. The City's agency funds are custodial in nature (assets equal liabilities) and do not involve measurement of results of operations.

**C. *Measurement Focus***

Government-wide Financial Statements

The government-wide financial statements are prepared using the economic resources measurement focus. All assets and all liabilities associated with the operation of the City are included on the Statement of Net Assets.

Fund Financial Statements

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 balance sheet.

**CITY OF NORWALK, OHIO  
HURON COUNTY  
NOTES TO THE BASIC FINANCIAL STATEMENTS  
FOR THE YEAR ENDED DECEMBER 31, 2009**

The statement of revenues, expenditures and changes in fund balances reports on the sources (i.e. revenues and other financing sources) and uses (i.e. expenditures and other financing uses) of current financial resources. This approach differs from the manner in which the governmental activities of the government-wide financial statements are prepared. Governmental fund financial statements therefore include a reconciliation with brief explanations to better identify the relationship between the government-wide statements and the statements for governmental funds.

Like the government-wide statements, all proprietary funds are accounted for on a flow of economic resources measurement focus. All assets and all liabilities associated with the operation of these funds are included on the statement of net assets. The statement of changes in fund net assets presents increases (i.e., revenues) and decreases (i.e., expenses) in total net assets. The statement of cash flows provides information about how the City finances and meets the cash flow needs of its proprietary activities.

The private purpose trust fund is reported using the economic resources measurement focus. Agency funds do not report a measurement focus as they do not report operations.

***D. Basis of Accounting***

Basis of accounting determines when transactions are recorded in the financial records and reported on the financial statements. Government-wide financial statements are prepared using the accrual basis of accounting. Governmental funds use the modified accrual basis of accounting. Proprietary and fiduciary funds also use the accrual basis of accounting. Differences in the accrual and modified accrual basis of accounting arise in the recognition of revenue, the recording of deferred revenue and in the presentation of expenses versus expenditures.

Revenues - Exchange and Non-Exchange Transactions

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

Nonexchange transactions, in which the City receives value without directly giving equal value in return, include income taxes, property taxes, grants, entitlements and donations. On an accrual basis, revenue from income taxes is recognized in the period in which the income is earned (See Note 8). Revenue from property taxes is recognized in the year for which the taxes are levied (See Note 7). Revenue from grants, entitlements and donations is recognized in the 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 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 nonexchange 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 year-end: income tax, state-levied locally shared taxes (including gasoline tax), fines and forfeitures, interest, grants, fees, rentals and special assessments.

**CITY OF NORWALK, OHIO**  
**HURON COUNTY**  
**NOTES TO THE BASIC FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED DECEMBER 31, 2009**

Deferred Revenue/Unearned Revenue

Deferred revenue and unearned revenue arise 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, 2009, but which were levied to finance year 2010 operations, and other revenues received in advance of the fiscal year for which they are intended to finance, have been recorded as unearned revenue. Income taxes and special assessments not received within the available period, grants and entitlements received before the eligibility requirements are met, and delinquent property taxes due at December 31, 2009, are recorded as deferred revenue.

On governmental fund financial statements, receivables that will not be collected within the available period have also been reported as deferred revenue.

Expenses/Expenditures

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

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 governmental funds.

**E. *Budgetary Process***

All funds are legally required to be budgeted and appropriated. The major documents prepared are the tax budget, the certificate of estimated resources, and the appropriations resolution, all of which are prepared on the budgetary basis of accounting. The tax budget demonstrates a need for existing or increased tax rates. The certificate of estimated resources establishes a limit on the amount Council may appropriate. The appropriations resolution is Council's authorization to spend resources and sets annual limits on expenditures plus encumbrances at the level of control selected by Council. The legal level of control has been established by Council at the department level for all funds. Any budgetary modifications at this level may only be made by resolution of City Council. The Finance Director has been authorized to allocate appropriations to the department and object level within each fund.

The certificate of estimated resources may be amended during the year if projected increases or decreases in revenue are identified by the City Finance Director. The amounts reported as the original budgeted amounts on the budgetary statements reflect the amounts on the certificate of estimated resources when the original appropriations were adopted. The amounts reported as the final budgeted amounts on the budgetary statements reflect the amounts on the final amended certificate of estimated resources in effect at the time the final appropriations were passed by Council.

The appropriation resolution is subject to amendment throughout the year with the restriction that appropriations cannot exceed estimated resources. The amounts reported as the original budgeted amounts reflect the first appropriation resolution for that fund that covered the entire year, including amounts automatically carried forward from prior years. The amounts reported as the final budgeted amounts represent the final appropriation amounts passed by Council during the year.



**CITY OF NORWALK, OHIO**  
**HURON COUNTY**  
**NOTES TO THE BASIC FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED DECEMBER 31, 2009**

**F. *Cash, Cash Equivalents and Investments***

To improve cash management, cash received by the City is pooled. Monies for all funds, including the proprietary funds, are maintained in this pool. Individual fund integrity is maintained through City records. Each fund's interest in the pool is presented as "Equity in Pooled Cash and Cash Equivalents."

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

The City has invested funds in the State Treasury Asset Reserve of Ohio (STAR Ohio) during the year 2009. STAR Ohio is an investment pool managed by the State Treasurer's Office which allows governments within the State to pool their funds for investment purposes. STAR Ohio is not registered with the SEC as an investment company, but does operate in a manner consistent with Rule 2a7 of the Investment Company Act of 1940. Investments in STAR Ohio are valued at STAR Ohio's share price which is the price the investment could be sold for on December 31, 2009.

Following Ohio statutes, the City has, by resolution, specified the funds to receive an allocation of interest earnings. Interest revenue credited to the general fund during the year 2009 amounted to \$275,419, which includes \$234,155 assigned from other City funds.

The City has segregated bank accounts and investments for monies held separate from the City's central bank accounts. These accounts and investments are presented as "Cash and Cash Equivalents in Segregated Accounts" and "Investments in Segregated Accounts" since they are not required to be deposited into the City treasury.

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

**G. *Interfund Balances***

On fund financial statements, receivables and payables resulting from short-term interfund loans are classified as "Interfund Receivables/Payables" and long-term interfund loans are classified as "advances to/from other funds" on the balance sheet and are equally offset by a fund balance reserve account which indicates that they do not constitute available expendable resources. These amounts are eliminated in the governmental and business-type activities columns of the statement of net assets, except for any net residual amounts due between governmental and business-type activities, which are presented as internal balances. The City had no interfund balances at year end.

**H. *Inventory***

On government-wide financial statements, inventories are presented at the lower of cost or market on a first-in, first-out basis and are expensed when used.

**CITY OF NORWALK, OHIO  
HURON COUNTY  
NOTES TO THE BASIC FINANCIAL STATEMENTS  
FOR THE YEAR ENDED DECEMBER 31, 2009**

On fund financial statements, inventories of governmental funds are stated at cost while inventories of proprietary funds are stated at the lower of cost or market. For all funds, cost is determined on a first-in, first-out basis. Inventory in governmental funds consists of expendable supplies held for consumption. The cost of inventory items is recorded as an expenditure in the governmental fund types when purchased. Inventories of the proprietary funds are expensed when used.

**I. Prepaid Items**

Payments made to vendors for services that will benefit periods beyond December 31, 2009, are recorded as prepaid items using the consumption method by recording a current asset for the prepaid amount and reflecting the expenditure/expense in the year in which it was consumed.

**J. Capital Assets**

General capital assets are those assets not specifically related to activities reported in the proprietary funds. These assets generally result from expenditures in the governmental funds. These assets are reported in the governmental activities column of the government-wide statement of net assets but are not reported in the fund financial statements. Capital assets utilized by the proprietary funds are reported both in the business-type activities column of the government-wide statement of net assets and in the respective funds.

All capital assets are capitalized at cost (or estimated historical cost) and updated for additions and retirements during the year. Donated fixed assets are recorded at their fair market values as of the date received. The City maintains a capitalization threshold of five thousand dollars. The City’s infrastructure consists of bridges, culverts, curbs, sidewalks, storm sewers, streets, irrigation systems and water and sewer lines. Improvements are capitalized; the costs of normal maintenance and repairs that do not add to the value of the asset or materially extend an asset’s life are not. Interest incurred during the construction of capital assets is also capitalized for business-type activities.

All reported capital assets are depreciated except for land and construction in progress. Improvements are depreciated over the remaining useful lives of the related capital assets. Useful lives for infrastructure were estimated based on the City’s historical records of necessary improvements and replacement. Depreciation is computed using the straight-line method over the following useful lives:

Description	Governmental Activities Estimated Lives	Business-Type Activities Estimated Lives
Land Improvements	20 years	20 years
Buildings	6 to 45 years	6 to 45 years
Equipment	5 to 45 years	5 to 45 years
Underground Piping	20 to 50 years	20 to 50 years
Street Improvements	10 years	10 years

The City’s current infrastructure consists of street projects, streets, bridges and water and sewer lines.

**CITY OF NORWALK, OHIO**  
**HURON COUNTY**  
**NOTES TO THE BASIC FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED DECEMBER 31, 2009**

***K. Compensated Absences***

The City reports compensated absences in accordance with the provisions of GASB Statement No. 16, "Accounting for Compensated Absences." Vacation benefits are accrued as a liability as the benefits are earned if the employees' rights to receive compensation are attributed 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 eligible employees with more than one year of service.

Sick leave benefits are accrued as a liability using the termination method. An accrual for sick leave is made to the extent that it is probable that benefits will result in termination payments. The liability is an estimate based on the City's past experience of making termination payments. In proprietary funds, the entire amount of compensated absences is reported as fund liability.

***L. Accrued Liabilities and Long-Term Obligations***

All payables, accrued liabilities and long-term obligations are reported in the government-wide financial statements, and all payables, accrued liabilities and long-term obligations payable from proprietary funds are reported on the proprietary fund financial statements.

In general, governmental fund payables and accrued liabilities that, once incurred, are paid in a timely manner and in full from current financial resources are reported as obligations of the funds. However, compensated absences, and contractually required pension contributions that will be paid from governmental funds are reported as a liability in the fund financial statements only to the extent that they are due for payment during the current year. Bonds, capital leases and long-term loans are recognized as a liability on the fund financial statements when due.

***M. Fund Balance Reserves***

The City records reservations for portions of fund equity which are legally segregated for specific future use or which do not represent available expendable resources and therefore are not available for appropriation or expenditure. Fund balances are reserved for encumbrances, notes receivable, debt service principal payments, endowments and capital improvements.

***N. Net Assets***

Net assets represent the difference between assets and liabilities. Net assets invested in capital assets, net of related debt consists of capital assets, net of accumulated depreciation, reduced by the outstanding balances of any borrowing used for the acquisition, construction or improvement of those assets. Net assets are reported as restricted when there are limitations imposed on their use either through the enabling legislation adopted by the City or through external restrictions imposed by creditors, grantors or laws or regulations of other governments. Assets are restricted for capital projects by terms of either the City's income tax levy, various Trust Fund agreements, or debt issues.

The City applies restricted resources first when an expense is incurred for purposes for which both restricted and unrestricted net assets are available. As of December 31, 2009 the City did not have any net assets restricted by enabling legislation.

**CITY OF NORWALK, OHIO  
HURON COUNTY  
NOTES TO THE BASIC FINANCIAL STATEMENTS  
FOR THE YEAR ENDED DECEMBER 31, 2009**

***O. Operating Revenues and Expenses***

Operating revenues are those revenues that are generated directly from the primary activity of the proprietary funds. For the City, these revenues are charges for services for water, sewer, and sanitation services. Operating expenses are necessary costs incurred to provide the good or service that is the primary activity of the fund. Revenues and expenses not meeting these definitions are reported as non-operating.

***P. Contributions of Capital***

Contributions of capital arise from outside contributions of capital assets, tap-in fees to the extent they exceed the cost of the connection to the system, or from grants or outside contributions of resources restricted to capital acquisition and construction.

***Q. Interfund Activity***

Transfers between governmental and business-type activities on the government-wide statements are reported in the same manner as general revenues.

Exchange transactions between funds are reported as revenues in the seller funds and as expenditures/expenses in the purchaser funds. Flows of cash or goods from one fund to another without a requirement for repayment are reported as interfund transfers. Interfund transfers are reported as other financing sources/uses in governmental funds and after nonoperating revenues/expenses in proprietary funds. Repayments from funds responsible for particular expenditures/expenses to the funds that initially paid for them are not presented on the financial statements.

***R. Extraordinary and Special Items***

Extraordinary items are transactions or events that are both unusual in nature and infrequent in occurrence. Special items are transactions or events that are within the control of the City Administration and that are either unusual in nature or infrequent in occurrence. Neither type of transaction occurred during 2009.

***S. Estimates***

The preparation of the 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.

**NOTE 3 – ACCOUNTABILITY AND COMPLIANCE**

**A. Deficit Fund Balances**

The following funds had a deficit in fund balance at December 31, 2009:

Fund	Deficit
Special Revenue Funds:	
FY09 Intensive Supervision Probation	(\$2,231)
FY08 Formula Grant	(\$1,590)

**CITY OF NORWALK, OHIO  
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NOTES TO THE BASIC FINANCIAL STATEMENTS  
FOR THE YEAR ENDED DECEMBER 31, 2009**

These funds complied with Ohio State law, which does not permit cash basis deficits. The General Fund transfers when cash is required, not when accruals occur. The deficit fund balances resulted from adjustments for accrued liabilities. These deficits should be eliminated by future intergovernmental revenues not recognized under GAAP at December 31.

**B. Change in Accounting Principles**

For fiscal year 2009, the City has implemented GASB Statement No. 52, "Land and Other Real Estate Held as Investments by Endowments", GASB Statement No. 55, "The Hierarchy of Generally Accepted Accounting Principles for State and Local Governments", and GASB Statement No. 56, "Codification of Accounting and Financial Reporting Guidance Contained in the AICPA Statements on Auditing Standards".

GASB Statement No. 52 establishes consistent standards for the reporting of land and other real estate held as investments by essentially similar entities. It requires endowments to report their land and other real estate investments at fair value. Governments also are required to report the changes in fair value as investment income and to disclose the methods and significant assumptions employed to determine fair value, and other information that they currently present for other investments reported at fair value.

GASB Statement No. 55 incorporates the hierarchy of generally accepted accounting principles (GAAP) for state and local governments into the Governmental Accounting Standards Board's (GASB) authoritative literature.

GASB Statement No. 56 incorporates into the Governmental Accounting Standard Board's (GASB) authoritative literature certain accounting and financial reporting guidance presented in the American Institute of Certified Public Accountants' Statements on Auditing Standards.

The implementation of these GASB Statements had no material effect on the financial statements of the City.

**NOTE 4 - BUDGETARY BASIS OF ACCOUNTING**

While reporting financial position, results of operations and changes in fund balances on the basis of generally accepted accounting principles (GAAP), the budgetary basis as provided by law and described above is based upon accounting for certain transactions on a basis of cash receipts, disbursements, appropriations, and encumbrances.

The Statement of Revenues, Expenditures and Changes in Fund Balances - Budget (Non-GAAP Basis) and Actual, presented for the General Fund on the budgetary basis to provide a relevant comparison of actual results with the budget and to demonstrate compliance with State statute. The major differences between the budget basis and the GAAP basis are that:

1. Revenues are recorded when received in cash (budget basis) as opposed to when susceptible to accrual (GAAP).
2. Expenditures/expenses 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/expenses (budget) rather than as a reservation of fund balance for governmental types (GAAP).
4. Advances-in and advances-out are operating transactions (budget) as opposed to balance sheet transactions (GAAP).

**CITY OF NORWALK, OHIO  
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The following table summarizes the adjustments necessary to reconcile the GAAP basis statements to the budgetary basis statements.

**Net Changes in Fund Balance**

	General Fund
GAAP Basis	(\$417,323)
Net Adjustment for Revenue Accruals	214,858
Net Adjustment for Expenditure Accruals	(686,641)
Encumbrances	242,132
Budget Basis	<u>(\$646,974)</u>

**NOTE 5 - DEPOSITS AND INVESTMENTS**

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

1. 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 withdraw able on demand, including negotiable order of withdrawal (NOW) accounts, or in money market deposit accounts.
2. Inactive deposits are public deposits that Council has identified as not required for use within the current five year 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.
3. Interim deposits are deposits of interim monies. Interim monies are those monies which are not needed for immediate use but which will be needed before the end of the current period of designation of depositories. Interim deposits must be evidenced by time certificates of deposit maturing not more than one year from the date of deposit or by savings or deposit accounts, including passbook accounts.

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

Interim monies are permitted to 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;

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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;
6. The State Treasurer's investment pool (STAR Ohio); and
7. Certain bankers' acceptances and commercial paper notes for a period not to exceed one hundred and eighty days from the date of purchase in an amount not to exceed twenty-five percent of the interim monies available for investment at any one time.

The City may also invest any monies not required to be used for a period of six months or more in the following:

1. Bonds of the State of Ohio;
2. Bonds of any municipal corporation, village, county, township or other political subdivision of this State, as to which there is no default of principal, interest or coupons; and
3. Obligations of the City.

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

**Cash on Hand** - At year end, the City had \$6,068 in undeposited cash on hand, of which \$1,100 is included on the balance sheet as part of "Equity in Pooled Cash, Cash Equivalents and Investments" and \$4,968 is included on the balance sheet as "Cash in Segregated Accounts".

**Deposits** – Custodial credit risk is the risk that, in the event of bank failure, the City's deposits may not be returned. According to state law, public depositories must give security for all public funds on deposit in excess of those funds that are insured by the Federal Deposit Insurance Corporation (FDIC) or by any other agency or instrumentality of the federal government. These institutions may either specifically collateralize individual accounts in lieu of amounts insured by the FDIC, or may pledge a pool of government securities valued at least 105% of the total value of public monies on deposit at the institution.

Based on the criteria described in GASB 40, "Deposits and Investment Risk Disclosures," as of December 31, 2009, \$11,485,441 of the City's bank balance of \$13,130,915, was exposed to custodial risk as discussed above, while \$1,645,473 was covered by FDIC. Of the uninsured bank balance, all was collateralized with securities held by the pledging institution's trust department, but not in the City's name.

Although all state statutory requirements for the deposit of money had been followed, noncompliance with federal requirements could potentially subject the City to a successful claim by the FDIC.

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**Investments**

As of December 31, 2009, the City had the following investments and maturities:

Investment Type	Fair Value	Investment Maturity	
		Less Than One Year	More Than 10
STAR Ohio	\$276,343	\$276,343	\$0
City of Norwalk Bonds	147,863	0	147,863
Repurchase Agreements	127,863	127,863	0
Total	\$552,069	\$404,206	\$147,863

**Interest Rate Risk:** The Ohio Revised Code generally limits security purchases to those that mature within five years of the settlement date. According to the City’s policy, investments made by the Treasurer must mature within five years from the date of purchase with an average weighted maturity not to exceed two years.

**Credit Risk:** Credit risk is the risk that an issuer or other counterparty to an investment will not fulfill its obligations. Investments had the following ratings by Standard & Poors.

STAR Ohio

AAAm

**Custodial Credit Risk:** Custodial credit risk is the risk that, in the event of the failure of the counterparty, the City will not be able to recover the value of its investments or collateral securities that are in the possession of an outside party. The City has no investment policy dealing with investment custodial credit risk beyond the requirement in State Statute that prohibits payment for investments prior to the delivery of the securities representing such investments to the treasurer or qualified trustee.

**Concentration of Credit Risk** is the possibility of loss attributed to the magnitude of the City’s investment in a single issuer. More than five percent of the City’s investments are in STAR Ohio. These investments are 50% of the City’s total investments. The City’s policy places no limit on the amount that may be invested in any one issuer.

STAR Ohio is an investment pool managed by the State Treasurer’s Office that 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 that is the price the investment could be sold for on December 31, 2009.

**NOTE 6 - RECEIVABLES**

Receivables at December 31, 2009, consisted of taxes, accounts (billings for user charged services, rents and royalties), accrued interest, special assessments and intergovernmental receivables arising from grants, entitlements, shared revenues, and notes receivable.

No allowance for doubtful accounts has been recorded because uncollectible amounts are expected to be insignificant.



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Notes Receivable

The City of Norwalk has an active Revolving Loan Fund program receiving grants from the Ohio Department of Development funded by the Community Development Block Grant Program and the Federal Economic Development Administration. Grants are invested in loans to economic development projects that are approved by the local Revolving Loan Fund Board and Norwalk City Council. Projects will create and retain jobs in the community with the majority available to persons from low and moderate income households. Loans for machinery and equipment are normally five to seven years and real estate is 10 to 20 years.

The Community Development Block Grant Program and a federally funded Housing Preservation Grant have also provided loans for persons in low and moderate income households for eligible housing rehabilitation projects. Most of these loans are deferred and only become payable at the time the property is sold or title is transferred from the property owner that obtained the loan.

**NOTE 7 - 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 2009 for real and public utility property taxes represents collections of the 2008 taxes. Property tax payments received during 2009 for tangible personal property (other than public utility property) is for 2008 taxes.

2009 real property taxes are levied after October 1, 2009, on the assessed value as of January 1, 2009, the lien date. Assessed values are established by State law at 35% of appraised market value. 2009 real property taxes are collected in and intended to finance 2010.

Public utility tangible personal property currently is assessed at varying percentages of true value; public utility real property is assessed at 35% of true value. 2009 public utility property taxes became a lien December 31, 2008, are levied after October 1, 2009, and are collected in 2010 with real property taxes.

Beginning in calendar year 2009, tangible personal property tax on business inventory, manufacturing machinery and equipment, and furniture and fixtures is no longer levied and collected. The October 2008 tangible personal property tax settlement was the last property tax settlement for general personal property taxes. Tangible personal property tax collections in calendar year 2009 represent delinquent collections.

House Bill No. 66 was signed into law on June 30, 2005. House Bill No. 66 phases out the tax on tangible personal property of general businesses, telephone and telecommunications companies, and railroads. The tax on general business and railroad property was eliminated by calendar year 2009, and the tax on telephone and telecommunications property will be eliminated by calendar year 2011. The tax is phased out by reducing the assessment rate on the property each year. The bill replaces the revenue lost by the City due to the phasing out of the tax. In calendar years 2009-2010, the City will be fully reimbursed for the lost revenue. In calendar years 2011-2017, the reimbursements will be phased out.

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The full tax rate for all City operations for the year ended December 31, 2009, was \$66.00 per \$1,000 of assessed value. The assessed values of real and tangible personal property upon which 2009 property tax receipts were based are as follows:

	Total Assessed Value	%
Real Property Valuation:		
Residential/Agriculture	\$207,150,840	72.92%
Commercial/Industrial/Mineral	69,958,230	24.63%
Public Utilities	9,850	0.00%
Tangible Personal Property Valuation:		
General	388,750	0.14%
Public Utilities	6,567,650	2.31%
Total Valuation	<u>\$284,075,320</u>	<u>100.00%</u>

Real property taxes are payable annually or semi-annually. If paid annually, the 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 by September 20.

The County Treasurer collects property taxes on behalf of all taxing districts in the County, including the City of Norwalk. The County Auditor periodically remits to the City its portion of the taxes collected. Property taxes receivable represents real and tangible personal property taxes, public utility taxes and outstanding delinquencies which are measurable as of December 31, 2009 and for which there is an enforceable legal claim. In the governmental fund financial statements, the entire receivable is offset by deferred revenue since the current taxes were not levied to finance 2009 operations and the collection of delinquent taxes during the available period is not subject to reasonable estimation. On a full accrual basis, collectible delinquent property taxes have been recorded as revenue while the remainder of the receivable is deferred.

**NOTE 8 - INCOME TAX**

The City levies and collects an income tax on all income 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% for the tax paid to another municipality, not to exceed the amount owed. Employers within the City are required to withhold income tax on employee earnings and remit the tax to the City at least quarterly. Corporations and other individual taxpayers are also required to pay their estimated taxes at least quarterly and to file a final return annually.

The income tax collected in 2009 was distributed to the general fund (66.66%), sanitation enterprise fund (16.67%) and general capital improvements fund (16.67%).

**NOTE 9 - SPECIAL ASSESSMENTS**

Special assessments include annually assessed service assessments. Service-type special assessments are levied against all property owners which benefit from the provided service. Special assessments are payable by the time and in the manner stipulated in the assessing ordinance and are a lien from the date of the passage of the ordinance.

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The City's special assessments include sidewalk construction/repair which are billed by the County Auditor and collected by the County Treasurer. The County Auditor periodically remits these collections to the City. Special assessments collected in one calendar year are levied and certified in the preceding calendar year.

**NOTE 10 – RISK MANAGEMENT**

**A. Liability Insurance**

The City is exposed to various risks of loss related to torts, theft, damage to or destruction of assets, errors and omissions, employee injuries, and natural disasters. The City has a comprehensive property and casualty policy with a deductible of \$1,000 per incident. The City's vehicle liability insurance policy limit is \$3,000,000 with a \$1,000 collision deductible. All Council members, administrators and employees are covered under a City liability policy. The limits of this coverage are \$3,000,000 per occurrence and \$5,000,000 in the aggregate. Settled claims have not exceeded this commercial coverage in any of the past three years. There has not been a significant reduction of coverage from the prior year.

**B. Fidelity Bonds**

The Mayor, Director of Finance, Municipal Court Judge and Clerk of Courts have a \$100,000 position bond. The Director of Law has a \$5,000 position bond. All other City employees are covered by a \$50,000 blanket bond.

**C. Workers' Compensation**

The City pays the State Workers' Compensation System, an insurance purchasing pool, a premium based on a rate per \$100 of salaries. This rate is calculated based on accident history and administrative costs.

**D. Employee Health Insurance**

The City has elected to provide employee medical and prescription benefits provided through a health insurance consortium comprised of other public entities beginning January 1, 2006. The Ohio Mid Eastern Education Service Agency (OME-RESA) is the consortium that administers the provision of medical, hospitalization, and prescription drug benefits for all claims incurred during membership in the OME-RESA. A third party administrator chosen by the City then provides administrative services to the OME-RESA in connection with the processing and payment of claims. The City of Norwalk is responsible for the first \$35,000 in claims, the OME-RESA pool is responsible for claims from \$35,000 to \$400,000 and claims over \$400,000 are covered with stop-loss insurance coverage with a carrier chosen by the consortium. Fixed premiums for the calendar year are determined by the OME-RESA and paid to the third party administrator. The insurance plan for the City provides a \$200.00 family and \$100.00 single deductible.

In 2009, the City share of the family coverage was \$1,217.62 per month while the employee contribution was \$99.17 per pay. The City share of the single coverage was \$474.31 per month while the employee contribution was \$38.63 per pay.

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**NOTE 11 - CAPITAL ASSETS**

Capital asset activity for the year ended December 31, 2009, was as follows:

	Beginning Balance <u>01/01/09</u>	<u>Transfers</u>	<u>Additions</u>	<u>Deletions</u>	Balance <u>12/31/09</u>
<b>Governmental Activities</b>					
Capital Assets, Not Being Depreciated:					
Land	\$2,005,447	\$0	\$0	\$0	\$2,005,447
Construction in Progress	<u>1,500,626</u>	<u>0</u>	<u>19,146</u>	<u>(1,497,076)</u>	<u>22,696</u>
Total Capital Assets, Not Being Depreciated	3,506,073	0	19,146	(1,497,076)	2,028,143
Capital Assets, Being Depreciated:					
Land Improvements	1,321,014	0	41,790	0	1,362,804
Buildings	7,229,517	0	0	(3,880)	7,225,637
Equipment	5,848,349	8,038	8,319	(37,264)	5,827,442
Infrastructure	<u>17,838,550</u>	<u>(732,938)</u>	<u>2,289,964</u>	<u>(288,366)</u>	<u>19,107,210</u>
Total Capital Assets, Being Depreciated	32,237,430	(724,900)	2,340,073	(329,510)	33,523,093
Less Accumulated Depreciation:					
Land Improvements	(781,866)	0	(58,126)	0	(839,992)
Buildings	(2,538,973)	0	(154,563)	992	(2,692,544)
Equipment	(4,676,576)	0	(223,493)	29,896	(4,870,173)
Infrastructure	<u>(7,653,541)</u>	<u>0</u>	<u>(735,159)</u>	<u>132,372</u>	<u>(8,256,328)</u>
Total Accumulated Depreciation	<u>(15,650,956)</u>	<u>0</u>	<u>(1,171,341) *</u>	<u>163,260</u>	<u>(16,659,037)</u>
Total Capital Assets, Being Depreciated, net	<u>16,586,474</u>	<u>(724,900)</u>	<u>1,168,732</u>	<u>(166,250)</u>	<u>16,864,056</u>
Governmental Activities Capital Assets, net	<u>\$20,092,547</u>	<u>(\$724,900)</u>	<u>\$1,187,878</u>	<u>(\$1,663,326)</u>	<u>\$18,892,199</u>

During 2009 the governmental funds purchased \$732,938 of capital assets. The governmental funds then transferred those assets to the proprietary funds. Also during 2009 the proprietary funds transferred an asset to the governmental funds in the amount of \$8,038.

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	Beginning Balance 01/01/09	Transfers	Additions	Deletions	Balance 12/31/09
<b>Business-type Activities</b>					
Capital Assets, Not Being Depreciated:					
Land	\$26,497	\$0	\$0	\$0	\$26,497
Construction in Progress	308,947	0	60,534	(67,511)	301,970
<b>Total Capital Assets, Not Being Depreciated</b>	<b>335,444</b>	<b>0</b>	<b>60,534</b>	<b>(67,511)</b>	<b>328,467</b>
Capital Assets, Being Depreciated:					
Land Improvements	1,133,529	0	0	0	1,133,529
Buildings	13,002,769	0	61,622	0	13,064,391
Equipment	9,363,830	(8,038)	280,176	(131,669)	9,504,299
Infrastructure	28,004,960	732,938	54,026	0	28,791,924
Depreciated	51,505,088	724,900	395,824	(131,669)	52,494,143
Less Accumulated Depreciation:					
Land Improvements	(730,725)	0	(41,497)	0	(772,222)
Buildings	(3,505,759)	0	(277,464)	0	(3,783,223)
Equipment	(6,949,641)	0	(357,176)	147,075	(7,159,742)
Underground Piping	(12,833,240)	0	(653,370)	0	(13,486,610)
<b>Total Accumulated Depreciation</b>	<b>(24,019,365)</b>	<b>0</b>	<b>(1,329,507)</b>	<b>147,075</b>	<b>(25,201,797)</b>
<b>Total Capital Assets, Being Depreciated, net</b>	<b>27,485,723</b>	<b>724,900</b>	<b>(933,683)</b>	<b>15,406</b>	<b>27,292,346</b>
<b>Business-Type Activities Capital Assets, net</b>	<b>\$27,821,167</b>	<b>\$724,900</b>	<b>(\$873,149)</b>	<b>(\$52,105)</b>	<b>\$27,620,813</b>

\*Depreciation expense was charged to governmental functions as follows:

General Government	\$52,693
Security of Persons and Property	141,852
Transportation	764,892
Leisure Time Activities	211,904
<b>Total</b>	<b>\$1,171,341</b>

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**NOTE 12 – CAPITAL LEASES**

The City entered into a lease agreement for a sewer jet cleaner in 2008. This lease met the criteria of a capital lease as defined by Statement of Financial Accounting Standards Board No. 13, “Accounting for Leases.” Accordingly, this lease has been recorded at the present value of their future minimum lease payments, as of the inception date. The sewer jet cleaner has been recorded in the sewer and water enterprise funds.

The following is a schedule of the future minimum lease payments and the present value of the minimum lease payments as of December 31, 2009:

<u>Year Ending December 31,</u>	<u>Business-Type Activities Lease Payments</u>
2010	\$44,464
2011	44,464
2012	44,464
Total minimum lease payments	133,392
Less: Amount representing interest	(12,206)
Present value of net minimum lease payments	<u>\$121,186</u>

**NOTE 13 – LONG-TERM OBLIGATIONS**

	<u>Interest Rate</u>	<u>Original Issue Amount</u>	<u>Date of Maturity</u>
<b>Governmental Activities:</b>			
Parking Improvement Bonds	5.50%	\$90,000	December 1, 2017
Parking Improvement Bonds	6.00%	185,000	December 1, 2017
Street Improvement Bonds	3.85%-5.30%	875,000	December 1, 2014
OPWC Memorial Reservoir Spillway	0%	276,578	January 1, 2018
OPWC East/West Parkway Construction	0%	125,000	July 1, 2022
OPWC Woodlawn Avenue Paving Project	0%	21,900	January 1, 2021
OPWC West Monroe/Case Street Improvements	0%	95,621	January 1, 2014
OPWC Woodlawn Ave Paving Project Phase IV	0%	101,799	January 1, 2022
Police and Fire Past Service Cost	4.25%	541,508	November 1, 2035
OWDA Milan/Chatham Sewers Project	3.90%	1,198,098	January 1, 2022

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	Interest Rate	Original Issue Amount	Date of Maturity
<b>Business-Type Activities:</b>			
Waterworks Refunding Bonds, Series 1996	3.80%-5.90%	\$3,910,000	April 1, 2015
OPWC Pleasant Street Pumping Station	0%	289,001	January 1, 2020
OWDA Southside Sewer Separation	3.85%	1,189,805	July 1, 2016
OWDA Ward/Parsons Sewer Construction	3.75%	562,594	July 1, 2019
OWDA Milan/Chatham Sewers Project	3.90%	1,797,148	January 1, 2022
OWDA Water Treatment Plant Project	3.25%	752,940	January 1, 2028
OWDA Wastewater Treatment Plant Improve	2.94%	8,365,070	July 1, 2028
OWDA Corwin Street Sewer Project	3.67%	735,000	July 1, 2027
OWDA Norwood Ave Waterline Replacement	4.78%	329,555	July 1, 2028

Changes in the long-term obligations of the City during 2009 were as follows:

	Balance 01/01/09	Additions	Deletions	Balance 12/31/09	Amount Due In One Year
<b>Governmental Activities:</b>					
Parking Improvement Bonds	\$52,357	\$0	(\$4,652)	\$47,705	\$4,907
Parking Improvement Bonds	109,705	0	(9,547)	100,158	10,120
Street Improvement Bonds	430,000	0	(65,000)	365,000	65,000
Total General Obligation Bonds	<u>592,062</u>	<u>0</u>	<u>(79,199)</u>	<u>512,863</u>	<u>80,027</u>
OPWC Memorial Reservoir Spillway	138,288	0	(13,829)	124,459	13,829
OPWC East/West Parkway Construction	84,375	0	(6,250)	78,125	6,250
OPWC West Monroe/Case Street Improvements	47,811	0	(9,562)	38,249	9,562
OPWC Woodlawn Ave Paving Project	17,520	0	(1,460)	16,060	1,460
OPWC Woodlawn Ave Paving Project Phase IV	88,225	0	(6,787)	81,438	6,787
Total OPWC Loans	<u>376,219</u>	<u>0</u>	<u>(37,888)</u>	<u>338,331</u>	<u>37,888</u>
Police and Fire Past Service Cost	440,572	0	(9,266)	431,306	9,665
OWDA Milan/Chatham Sewers Project	878,869	0	(53,065)	825,804	55,155
Compensated Absences	919,979	445,344	(347,580)	1,017,743	356,636
Total Governmental Activities	<u>\$3,207,701</u>	<u>\$445,344</u>	<u>(\$526,998)</u>	<u>\$3,126,047</u>	<u>\$539,371</u>

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	Balance 01/01/09	Additions	Deletions	Balance 12/31/09	Amount Due In One Year
<b>Business -Type Activity:</b>					
Waterworks Refunding Bonds, Series 1996	\$1,950,000	\$0	(\$235,000)	\$1,715,000	\$250,000
Unamortized Discount on Bonds	(7,340)	0	1,175	(6,165)	(1,175)
Unamortized Charge-Refunding Bonds	(151,767)	0	27,841	(123,926)	(25,834)
Total General Obligation Bonds	<u>1,790,893</u>	<u>0</u>	<u>(205,984)</u>	<u>1,584,909</u>	<u>222,991</u>
OPWC Pleasant Street Pumping Station	173,401	0	(14,450)	158,951	14,450
OWDA Southside Sewer Separation	554,657	0	(65,116)	489,541	67,647
OWDA Ward/Parsons Sewer Construction	380,144	0	(30,157)	349,987	31,299
OWDA Milan/Chatham Sewers Project	1,318,302	0	(79,597)	1,238,705	82,732
OWDA Water Treatment Improvement Note	640,887	0	(28,431)	612,456	29,363
OWDA Wastewater Treatment Improvement Note	7,536,057	8,704	(323,360)	7,221,401	332,937
OWDA Corwin Street Sewer Project	575,742	2,117	(26,878)	550,981	27,873
OWDA Norwood Ave Waterline Replacement	<u>324,545</u>	<u>0</u>	<u>(10,382)</u>	<u>314,163</u>	<u>10,884</u>
Total OWDA Loans	<u>11,330,334</u>	<u>10,821</u>	<u>(563,921)</u>	<u>10,777,234</u>	<u>582,735</u>
Capital Leases	202,290	0	(81,104)	121,186	38,458
Compensated Absences	449,992	226,704	(175,377)	501,319	175,065
Total Business-Type Activity	<u>\$13,946,910</u>	<u>\$237,525</u>	<u>(\$1,040,836)</u>	<u>\$13,143,599</u>	<u>\$1,033,699</u>

The Ohio Public Works Commission (OPWC) loans and the Ohio Water Development Authority (OWDA) loans in the enterprise funds have been received for improvement to the City's water and sewer system. Water and sewer revenues are expected to be used to repay the loans. The liability for police and fire past service cost relates to the City's liability to certain employees incurred prior to the establishment of the Ohio Police and Fire Pension Fund. The City is required to make payments of approximately \$27,900, including interest, annually through the year 2035. The liability for police and fire past service cost will be repaid with taxes on all taxable property in the City. An OPWC loan was received for improvements to the Memorial Reservoir Spillway. Repayment of this loan will be made with income tax monies. An OPWC loan was received for construction to the East/West Parkway and will be paid from the general capital improvements fund with income tax monies and special assessments. An OPWC loan was received for the Woodlawn Avenue Paving Project and will be paid from the general capital improvements fund.

The City has pledged future revenues to repay the Sewer OWDA loans. The loans are payable solely from revenues generated by the ownership and operation of the sewer utility system and are payable through 2028. Revenues include all revenues received by the sewer utility less all operating expenses other than depreciation expense. Annual principal and interest payments of the loans are expected to require 95 percent of net sewer revenues. The total principal and interest remaining to be paid on the loans is \$12,695,541. Principal and interest paid for the current year were \$863,226 and total net revenues were \$905,256.

The City has pledged future revenues to repay the Water OWDA loans. The loans are payable solely from revenues generated by the ownership and operation of the water utility system and are payable through 2028. Revenues include all revenues received by the water utility less all operating expenses other than depreciation expense. Annual principal and interest payments of the loans are expected to require 12 percent of the net water revenues. The total principal and interest remaining to be paid on the loans is \$1,291,671. Principal and interest paid for the current year were \$76,158 and total net revenues were \$659,685.



**CITY OF NORWALK, OHIO**  
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The governmental portion of the OWDA Milan/Chatham Sewers Project Loan will be paid from the general capital improvements fund with income tax monies.

As of December 31, 2009, a portion (\$695,073) of the total Water Treatment Plant OWDA loan amount of \$736,741 was received by the City for the planning, design, and/or construction of drinking water facilities. The remainder is expected to be received in 2010. Water service charges are expected to be used to repay the loan. Also as of December 31, 2009, the City received \$8,012,446 which is a portion of the total OWDA loan amount of \$8,284,226, for improvements to the Wastewater Treatment Plant. The remainder of the loan is expected to be received in 2010. Compensated absences will be paid from the fund from which the employee is paid.

Outstanding general obligation bonds consist of sewer system construction and improvement, waterworks improvement, street improvement and parking improvement issues. General obligation bonds are direct obligations of the City for which its full faith, credit and resources are pledged. The general obligation bonds consisting of sewer system construction and improvement issues will be repaid with taxes levied on all taxable property in the City. The general obligation bonds consisting of the waterworks improvement will be repaid with revenues of the water utility. The general obligation bonds consisting of parking improvement issues will be repaid with proceeds from parking meters, parking permit sales and fines from parking violations. The general obligation bonds consisting of the street improvement issue will be repaid with income tax monies and special assessments.

During 1997, the City approved an ordinance providing for the issuance and sale of \$185,000 in bonds for the purpose of paying the cost of acquiring real property in the downtown area to be used as a parking lot. Also, during 1997, the City approved an ordinance providing for the issuance and sale of \$90,000 in bonds for the purpose of paying a portion of the cost of constructing a public parking lot in the downtown area. These bonds were subsequently purchased by the capital projects funds, with the proceeds being received into the special revenue funds. As of December 31, 2009, these debt issues are recorded as "Investments in City of Norwalk Securities" in the capital projects funds in the amount of \$147,863. All interest income arising from these transactions is credited to the capital projects funds.

The amortization schedules for the OWDA Water Treatment Plant, Wastewater Treatment Plant and Corwin Street Sewer Project loans were estimated by OWDA as of December 31, 2009. The final amortization schedule will not be available until the loan is fully disbursed or closed by OWDA. The annual requirements to amortize all debt outstanding as of December 31, 2009, including interest payments of \$101,499 for the general long-term obligations bonds, \$319,257 for the waterworks general obligation bonds, and \$3,426,116 for the OWDA loans are as follows:

	<u>Governmental Activities</u>					
	<u>OWDA Loans</u>		<u>General Obligation Bonds</u>		<u>OPWC Loans</u>	
	<u>Principal</u>	<u>Interest</u>	<u>Principal</u>	<u>Interest</u>	<u>Principal</u>	
2010	\$55,155	\$31,674	\$80,027	\$27,893	\$37,888	
2011	57,327	29,502	85,904	23,701	37,888	
2012	59,584	27,244	91,832	19,133	37,888	
2013	61,931	24,898	92,815	14,138	37,888	
2014	64,370	22,459	98,854	9,085	28,325	
2015-2019	361,927	72,215	63,431	7,549	127,798	
2020-2024	165,510	8,146	0	0	30,656	
Total	<u>\$825,804</u>	<u>\$216,138</u>	<u>\$512,863</u>	<u>\$101,499</u>	<u>\$338,331</u>	

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	<u>Business-Type Activities</u>					
	<u>General Obligation Bonds</u>		<u>OPWC Loans</u>		<u>OWDA Loans</u>	
	<u>Principal</u>	<u>Interest</u>	<u>Principal</u>	<u>Interest</u>	<u>Principal</u>	<u>Interest</u>
2010	\$250,000	\$93,435	\$14,450	\$0	\$582,734	\$356,649
2011	260,000	78,765	14,450	0	602,187	337,195
2012	280,000	62,835	14,450	0	622,304	317,080
2013	290,000	46,020	14,450	0	643,105	296,278
2014	305,000	28,467	14,450	0	664,616	274,767
2015-2019	330,000	9,735	72,251	0	3,331,905	1,042,473
2020-2024	0	0	14,450	0	3,141,561	514,719
2025-2028	0	0	0	0	1,188,822	70,817
Total	<u>\$1,715,000</u>	<u>\$319,257</u>	<u>\$158,951</u>	<u>\$0</u>	<u>\$10,777,234</u>	<u>\$3,209,978</u>

**NOTE 14 - DEBT DEFEASANCE**

In 1996, the City defeased the 1990 series revenue bonds by purchasing U.S. government securities with the proceeds of new bonds and placing these securities in an irrevocable trust with an escrow agent to provide for all future debt service payments on the 1990 series revenue bonds. Accordingly, the trust account assets and the liability for the defeased bonds are not included in the City's basic financial statements.

On December 31, 2009, \$1,645,000 of bonds outstanding are considered defeased.

**NOTE 15 - DEFINED BENEFIT PENSION PLANS**

**A. *Public Employees Retirement System***

All employees of the City, with the exclusion of City police officers and firefighters, participate in the Ohio Public Employees Retirement System (OPERS), which administers three separate pension plans as described below:

1. The Traditional Pension Plan (TP) – a cost-sharing multiple-employer defined benefit pension plan.
2. The Member-Directed Plan (MD) – a defined contribution plan in which the member invests both member and employer contributions (employer contributions vest over five years at 20% per year). Under the Member-Directed Plan members accumulate retirement assets equal to the value of member and (vested) employer contributions plus any investment earnings.
3. The Combined Plan (CO) – a cost-sharing multiple-employer defined benefit pension plan. Under the Combined Plan employer contributions are invested by the retirement system to provide a formula retirement benefit similar in nature to the Traditional Plan benefit. Member contributions, the investment of which is self-directed by the members, accumulate retirement assets in a manner similar to the Member-Directed Plan.

OPERS provides retirement, disability, survivor and death benefits and annual cost-of living adjustments to members of the Traditional Pension and Combined Plans. Members of the Member-Directed Plan do not qualify for ancillary benefits.

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Authority to establish and amend benefits is provided by state statute per Chapter 145 of the Ohio Revised Code. The OPERS issues a stand-alone financial report that may be obtained by writing to the OPERS, 277 East Town Street, Columbus, Ohio 43215-4642 or by calling (614) 222-5601 or (800) 222-7377.

The Ohio Revised Code provides statutory authority for member and employer contributions. For 2009, member and employer contribution rates were consistent across all three plans. While members in the state and local divisions may participate in all three plans, law enforcement and public safety divisions exist only within the Traditional Pension Plan.

The 2009 member contribution rates were 10.0% for members in state and local classifications. Public safety and law enforcement members contributed 10.1%. The 2009 employer contribution rate for state and local employers was 14.00% of covered payroll. For both the law enforcement and public safety divisions, the employer contribution rate for 2009 was 17.63%.

The City's contributions for pension obligations to the OPERS for the years ending December 31, 2009, 2008, and 2007 were \$590,193, \$446,779, and \$400,275, respectively. The full amount has been contributed for 2008 and 2007. 82.71% has been contributed for 2009.

***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 defined benefit pension plan. The 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 are 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 for the plan. That report may be obtained by writing to OP&F, 140 East Town Street, Columbus, Ohio 43215-5164.

Plan members are required to contribute 10.0% of their annual covered salary, while the City is required to contribute 19.5% for police officers and 24.0% for firefighters. The City's contributions to the fund for police and firefighters was \$184,819 and \$221,832 for the year ended December 31, 2009, \$191,862 and \$201,973 for the year ended December 31, 2008, and \$196,190 and \$198,959 for the year ended December 31, 2007. The full amount has been contributed for 2008 and 2007. 62.02% and 57.17%, respectively, have been contributed for 2009 with the remainder being reported as a liability.

***C. Social Security System***

All volunteer firefighters and Council members, not otherwise covered by another retirement system, are covered by Social Security. The City's liability is 6.2% of wages paid.

**NOTE 16 – POSTEMPLOYMENT BENEFITS**

***A. Public Employees Retirement System***

Ohio Public Employees Retirement System (OPERS) administers three separate pension plans: the Traditional Pension Plan (TP) – a cost-sharing multiple-employer defined benefit pension plan; the Member-Directed Plan (MD) – a defined contribution plan; and the Combined Plan (CO) – a cost-sharing multiple-employer defined benefit pension plan that has elements of both a defined benefit and defined contribution plan.

**CITY OF NORWALK, OHIO  
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OPERS maintains a cost-sharing multiple employer defined benefit post-employment healthcare plan, which includes a medical plan, prescription drug program and Medicare Part B premium reimbursement, to qualifying members of both the Traditional Pension and the Combined Plans. Members of the Member-Directed Plan do not qualify for ancillary benefits, including post-employment health care coverage.

In order to qualify for post-employment health care coverage, age-and-service retirees under the Traditional Pension and Combined Plans must have 10 or more years of qualifying Ohio service credit. Health care coverage for disability benefit recipients and qualified survivor benefit recipients is available. The health care coverage provided by OPERS meets the definition of an Other Post Employment Benefit (OPEB) as described in GASB Statement 45.

The Ohio Revised Code permits, but does not mandate, OPERS to provide OPEB benefits to its eligible members and beneficiaries. Authority to establish and amend benefits is provided in Chapter 145 of the Ohio Revised Code.

Disclosures for the health care plan are presented separately in the OPERS financial report which may be obtained by writing to OPERS, 277 East Town Street, Columbus, Ohio 43215-4642 or by calling (614) 222-5601 or (800) 222-7377.

The Ohio Revised Code provides the statutory authority requiring public employers to fund post retirement health care through their contributions to OPERS. A portion of each employer's contribution to OPERS is set aside for the funding of post retirement health care benefits.

Employer contribution rates are expressed as a percentage of the covered payroll of active members. In 2009 state and local employers contributed 14.00% of covered payroll, and public safety and law enforcement employers contributed 17.63%. The Ohio Revised Code currently limits the employer contribution to a rate not to exceed 14.0% of covered payroll for state and local employer units and 18.1% of covered payroll for law and public safety employer units. Active members do not make contributions to the OPEB Plan.

OPERS' Post Employment Health Care plan was established under, and is administered in accordance with, Internal Revenue Code 401(h). Each year, the OPERS Retirement Board determines the portion of the employer contribution rate that will be set aside for funding of post employment health care benefits. The portion of employer contributions allocated to health care was 7.00% from January 1 through March 31, 2009 and 5.5% from April 1 through December 31, 2009. The OPERS Retirement Board is also authorized to establish rules for the payment of a portion of the health care benefits provided, by the retiree or their surviving beneficiaries. Payment amounts vary depending on the number of covered dependents and the coverage selected.

The City's actual contributions to fund post-employment benefits were \$89,201 for January 1 through March 31 and \$210,260 for April 1 through December 31, 2009; \$223,389 and \$263,654 for the years ending December 31, 2009 and 2008, respectively.

The Health Care Preservation Plan (HCPP) adopted by the OPERS Retirement Board on September 9, 2004, was effective January 1, 2007. Member and employer contribution rates for state and local employers increased on January 1 of each year from 2006 to 2008. Rates for law and public safety employers increased over a six year period beginning January 1, 2006, with a final rate increase on January 1, 2011. These rate increases allowed additional funds to be allocated to the health care plan.

**CITY OF NORWALK, OHIO  
HURON COUNTY  
NOTES TO THE BASIC FINANCIAL STATEMENTS  
FOR THE YEAR ENDED DECEMBER 31, 2009**

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

The City contributes to the Ohio Police and Fire Pension Fund (OP&F) sponsored health care program, a cost-sharing multiple-employer defined post employment health care plan administered by OP&F. OP&F provides healthcare benefits including coverage for medical, prescription drugs, dental, vision, Medicare Part B Premium and long term care to retirees, qualifying benefit recipients and their eligible dependents.

OP&F provides access to post-retirement health care coverage to any person who receives or is eligible to receive a monthly service, disability, or survivor benefit check or is a spouse or eligible dependent child of such person. The health care coverage provided by OP&F meets the definition of an Other Post-Employment Benefit (OPEB) as described in GASB Statement No. 45.

The Ohio Revised Code allows, but does not mandate OP&F to provide OPEB benefits. Authority for the OP&F Board of Trustees to provide health care coverage to eligible participants and to establish and amend benefits are 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 for the Plan. That report may be obtained by writing to OP&F, 140 East Town Street, Columbus, Ohio 43215-5164.

The Ohio Revised Code provides for contribution requirements of the participating employers and of plan members to the OP&F (defined benefit pension plan.) Participating employers are required to contribute to the pension plan at rates expressed by percentages of the payroll of active pension plan members, currently, 19.50% and 24.00% of covered payroll for police and fire employers, respectively. The Ohio Revised Code states that the employer contribution may not exceed 19.50% of covered payroll for police employer units and 24.00% of covered payroll for fire employer units. Active members do not make contributions to the OPEB Plan.

OP&F maintains funds for health care in two separate accounts. One for health care benefits under an IRS Code Section 115 trust and one for Medicare Part B reimbursements administrated as an Internal Revenue Code 401(h) account, both of which are within the defined benefit pension plan, under the authority granted by the Ohio Revised Code to the OP&F Board of Trustees.

The Board of Trustees is authorized to allocate a portion of the total employer contributions made into the pension plan to the Section 115 trust and the Section 401(h) account as the employer contribution for retiree health care benefits. For the year ended December 31, 2009, the employer contribution allocated to the health care plan was 6.75% of covered payroll. The amount of employer contributions allocated to the health care plan each year is subject to the Trustees' primary responsibility to ensure that pension benefits are adequately funded and is limited by the provisions of Sections 115 and 401(h).

The OP&F Board of Trustees also is authorized to establish requirements for contributions to the health care plan by retirees and their eligible dependents, or their surviving beneficiaries. Payment amounts vary depending on the number of covered dependents and the coverage selected.

The city's contributions to OP&F for the years ending December 31, 2009, 2008, and 2007 were \$282,665, \$293,457 and \$375,399, respectively, of which \$97,846, \$101,595 and \$129,946, respectively, was allocated to the healthcare plan for police and \$308,636, \$281,025 and \$125,532, respectively, of which \$86,804, \$79,052, and \$35,587, respectively, was allocated to the healthcare plan for fire fighters.

**CITY OF NORWALK, OHIO  
HURON COUNTY  
NOTES TO THE BASIC FINANCIAL STATEMENTS  
FOR THE YEAR ENDED DECEMBER 31, 2009**

**NOTE 17 - COMPENSATED ABSENCES**

Full-time City employees who have completed at least one full year of continuous full-time service with the City shall be entitled to vacation with pay. Vacation hours and maximums are based upon hours scheduled and worked based upon the length of service. Employees earn vacation at rates varying from two weeks to five weeks per year. Part-time, seasonal, temporary, intermittent employees and interim employees of six months or less are not eligible for paid vacation leave. An employee who has completed one year of continuous full-time service with the City is entitled to compensation at his or her current rate of pay for the pro-rated portion of any earned, but unused, vacation leave for the current year at the time of separation, retirement or death.

Full-time City employees earn sick leave at the rate of .05769 hours for every paid service hour completed for the City. Sick leave to be paid for time away from work due to illness may be accumulated without limit. An employee, at the time of retirement from active service with the City, or a legal representative of the employee upon death of the employee, may elect to be paid in cash or have paid to his or her estate 50% of the value of his or her earned but unused sick leave credit up to a maximum of 2,200 hours. The maximum of such payment shall not exceed 1,100 hours.

Full-time police officers and firefighters are entitled to three days compensatory time in lieu of any other compensation for working regular schedules on the designated holidays.

As of December 31, 2009, the liability for compensated absences was \$1,519,062 for the entire City.

**NOTE 18 - CONTINGENT LIABILITIES**

The City has received federal and state grants for specific purposes that are subject to review and audit by the grantor agencies or their designee. These audits could lead to a request for reimbursement to the grantor agency for expenditures disallowed under the terms of the grant. Based on prior experience, City management believes such disallowances, if any, will be immaterial.

**NOTE 19 - INTERFUND TRANSACTIONS**

Interfund transfers for the year ending December 31, 2009 consisted of the following:

Fund Basis:

	<u>Transfers In:</u>
	All Other
	Governmental
<u>Transfers Out:</u>	<u>Funds</u>
General Fund	\$948,212

Entity-Wide Basis:

	<u>Transfers In:</u>
	Business-Type
	Activities
<u>Transfers Out:</u>	<u>Activities</u>
Governmental Activities	\$724,900

**CITY OF NORWALK, OHIO**  
**HURON COUNTY**  
**NOTES TO THE BASIC FINANCIAL STATEMENTS**  
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Transfers are used to move revenues from the fund that statute or budget requires to collect them to the fund that statute or budget requires to expend them and unrestricted revenues collected in the General Fund to finance various programs accounted for in other funds in accordance with budgetary authorizations; to segregate money for anticipated capital projects; to provide additional resources for current operations or debt service; and to return money to the fund from which it was originally provided once a project is completed. The transfer of \$724,900 from the Governmental Activities to Business-Type activities was created for GAAP reporting purposes to reflect the transfer of capital asset activity in the Government-wide Statement of Activities.

**NOTE 20 – CONSTRUCTION COMMITMENTS**

As of December 31, 2009, the City had contractual commitments as follows:

Project	Remaining Commitment
East Main Street Paving	\$4,174
Cline Street Upgrade Phase II	\$45,533
Wastewater Treatment Plant Improvement	\$29,035
East/West Connector Road from Rt. 250	\$25,918
Glover Avenue Waterline	\$789
Monroe St. Handicap Accessibility Project	\$4,970
Land Acquisition Sofios Park	\$96,000
Eastside Water Connection	\$9,600
Water Street Sewer Improvement	\$26,768



**Report on Internal Control over Financial Reporting and on Compliance and  
Other Matters Required By *Government Auditing Standards***

City of Norwalk  
Huron County  
38 Wittlesey Avenue  
Norwalk, Ohio 44857

We have audited the financial statements of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information of City of Norwalk, Huron County, (the City) as of and for the year ended December 31, 2009, which collectively comprise the City's basic financial statements and have issued our report thereon dated June 25, 2010. 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 the Comptroller General of the United States' *Government Auditing Standards*.

**Internal Control over Financial Reporting**

In planning and performing our audit, we considered the City's internal control over financial reporting as a basis for designing our audit procedures for the purpose of expressing our opinion on the financial statements, but not for the purpose of opining on the effectiveness of the City's internal control over financial reporting. Accordingly, we have not opined on the effectiveness of the City's internal control over financial reporting.

A *deficiency in internal control* exists when the design or operation of a control does not allow management or employees, when performing their assigned functions, to prevent, or detect and timely correct misstatements. A *material weakness* is a deficiency, or combination of internal control deficiencies resulting in more than a reasonable possibility that a material misstatement of the City's financial statements will not be prevented, or detected and timely corrected.

Our consideration of internal control over financial reporting was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control over financial reporting that might be deficiencies, significant deficiencies or material weaknesses. We did not identify any deficiencies in internal control over financial reporting that we consider material weaknesses, as defined above.



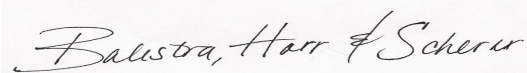
City of Norwalk  
Huron County

Report on Internal Control over Financial Reporting and on Compliance and  
Other Matters Required By *Government Auditing Standards*  
Page 2

### **Compliance and Other Matters**

As part of reasonably assuring whether the City's basic financial statements are free of material misstatement, we tested its compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could directly and materially affect 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 an opinion. The results of our tests disclosed no instances of noncompliance or other matters we must report under *Government Auditing Standards*.

We intend this report solely for the information and use of the management and members of City Council and others within the City. We intend it for no one other than these specified parties.



Balestra, Harr & Scherer, CPAs, Inc.

June 25, 2010





**Mary Taylor, CPA**  
Auditor of State

CITY OF NORWALK

HURON 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  
OCTOBER 5, 2010