

**SYLVANIA TOWNSHIP  
LUCAS COUNTY, OHIO**

**FINANCIAL STATEMENTS**

**YEAR ENDED DECEMBER 31, 2010**

SYLVANIA TOWNSHIP  
LUCAS COUNTY, OHIO

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## INDEPENDENT AUDITORS' REPORT

Board of Trustees  
Sylvania Township  
Lucas County, Ohio  
4927 Holland-Sylvania Road  
Sylvania, OH 43560

We have audited the accompanying financial statements of the governmental activities, each major fund and the aggregate remaining fund information of Sylvania Township (the "Township"), as of and for the year ended December 31, 2010, which collectively comprise the Township's basic financial statements as listed in the table of contents. These financial statements are the responsibility of the Township'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 *Government Auditing Standards*, issued by the Comptroller General of the United States. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement. An audit includes consideration of internal control over financial reporting as a basis for designing audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Township's internal control over financial reporting. Accordingly, we express no such opinion. An audit also includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements, assessing the accounting principles used and the significant estimates made by management, as well as evaluating the overall financial statement presentation. We believe that our audit provides a reasonable basis for our opinions.

As discussed in Note 2, the Township prepares its financial statements on the cash basis, which is a comprehensive basis of accounting other than accounting principles generally accepted in the United States of America.

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective cash basis financial position of the governmental activities, each major fund, and the aggregate remaining fund information of Sylvania Township, as of December 31, 2010, and the respective changes in the cash basis financial position, thereof and the respective budgetary comparisons for the General, Road and Bridge, Police, and Fire funds for the year then ended in conformity with the basis of accounting described in Note 2.

In accordance with *Government Auditing Standards*, we have also issued our report dated December 5, 2012, on our consideration of Sylvania Township's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements and other matters. The purpose of that report is to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* and should be considered in assessing the results of our audit.

Accounting principles generally accepted in the United States of America require that the management's discussion and analysis on pages 3 through 10 be presented to supplement the basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board, who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

A handwritten signature in black ink, appearing to read "William O'Brien". The signature is written in a cursive style with a large initial "W".

December 5, 2012

**Sylvania Township, Lucas County, Ohio**  
**Management's Discussion and Analysis**  
**For the Year Ended December 31, 2010**  
**Unaudited**

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This discussion and analysis of Sylvania Township's financial performance provides an overall review of the Township's financial activities for the year ended December 31, 2010, within the limitations of the Township's cash basis accounting. Readers should also review the basic financial statements and notes to enhance their understanding of the Township's financial performance.

**Financial Highlights**

Key financial highlights for 2010 are as follows:

Net assets of governmental activities increased \$922,229 or approximately 4.3%. The fund most affected by the increase in cash and cash equivalents was the fire fund due to the net proceeds of the bonds issued during 2010 less the payoff of a short term note.

The Township's general receipts are primarily property taxes. Property tax receipts represent \$13,768,751 or approximately 46% of the total cash received for governmental activities during the year. Property tax receipts for 2010 decreased by \$639,230 or approximately 4.4% which is primarily due to the re-valuation of all Lucas County (including Sylvania Township) properties.

The Township issued \$8,500,000 in General Obligation (Limited Tax) Various Purpose Improvement Bonds during 2010. The majority of the bond proceeds were used to pay off a short term note for \$7,900,000 plus interest. This note and the bonds were used to purchase three new first responder pumper engines and one tandem 100 foot aerial ladder truck. In addition to the equipment, the monies are being used to remodel fire station No. 4 and build three new fire stations to replace three existing outdated fire stations. At the end of 2010, one of the new stations had been completed and occupied and the second station was approximately 30% complete. The goal is to complete the second new station in 2011 and have the third new station 25% completed by the end of 2011.

**Using the Basic Financial Statements**

This annual report is presented in a format consistent with the presentation requirements of Governmental Accounting Standards Board (GASB) Statement No. 34, as applicable to the Township's cash basis of accounting.

**Report Components**

The statement of net assets and the statement of activities provide information about the cash activities of the Township as a whole.

**Sylvania Township, Lucas County, Ohio**  
**Management's Discussion and Analysis**  
**For the Year Ended December 31, 2010**  
**Unaudited**

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Fund financial statements provide a greater level of detail. Funds are created and maintained on the financial records of the Township as a way to segregate money whose use is restricted to a particular specified purpose. These statements present financial information by fund, presenting funds with the largest balances or most activity in separate columns.

The notes to the financial statements are an integral part of the government-wide and fund financial statements and provide expanded explanation and detail regarding the information reported in the statements.

**Basis of Accounting**

The basis of accounting is a set of guidelines that determine when financial events are recorded. The Township has elected to present its financial statements on a cash basis of accounting. This basis of accounting is a basis of accounting other than generally accepted accounting principles. Under the Township's cash basis of accounting, receipts and disbursements are recorded when cash is received or paid.

As a result of using the cash basis of accounting, certain assets and their related revenues (such as accounts receivable) and certain liabilities and their related expenses (such as accounts payable) are not recorded in the financial statements. Therefore, when reviewing the financial information and discussion within this report, the reader must keep in mind the limitations resulting from the use of the cash basis of accounting.

**Reporting the Township as a Whole**

A three-member Board of Trustees oversees the daily activities of the Township. The Township Fiscal Officer provides various fiscal reporting and oversight functions.

The Township provides general government services, maintenance of Township roads and bridges, cemetery maintenance, and police and fire protection with first response emergency medical services.

The statement of net assets and the statement of activities reflect how the Township did financially during 2010, within the limitations of cash basis accounting. The statement of net assets presents the cash balances of the governmental activities of the Township at year end. The statement of activities compares cash disbursements with program receipts for each governmental program activity. Program receipts include charges paid by the recipient of the program's goods or services and grants and contributions restricted to meeting the operational or capital requirements of a particular program. General receipts are all receipts not classified as program receipts. The comparison of cash disbursements with program receipts identifies how each governmental function draws from the Township's general receipts.

**Sylvania Township, Lucas County, Ohio**  
**Management's Discussion and Analysis**  
**For the Year Ended December 31, 2010**  
**Unaudited**

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These statements report the Township's cash position and the changes in cash position. Keeping in mind the limitations of the cash basis of accounting, you can think of these changes as one way to measure the Township's financial health. Over time, increases or decreases in the Township's cash position is one indicator of whether the Township's financial health is improving or deteriorating. When evaluating the Township's financial condition, you should also consider other non-financial factors as well such as the Township's property tax base, the condition of the Township's capital assets and infrastructure, the extent of the Township's debt obligations, the reliance on non-local financial resources for operations and the need for continued growth in the major local revenue sources such as property taxes.

In the statement of net assets and the statement of activities, we report governmental activities which include basic services such as construction, maintenance of Township roads and bridges, police and fire protection, and other governmental services.

**Reporting the Township's Most Significant Funds**

Fund financial statements provide detailed information about the Township's major funds – not the Township as a whole. The Township establishes separate funds to better manage its many activities and to help demonstrate that money that is restricted as to how it may be used and is being spent for the intended purpose. The funds of the Township are split into three categories, governmental, proprietary, and fiduciary.

Governmental Funds - Most of the Township's activities are reported in governmental funds. The governmental fund financial statements provide a detailed view of the Township's governmental operations and the basic services it provides. Governmental fund information helps determine whether there are more or less financial resources that can be spent to finance the Township's programs. The Township's significant governmental funds are presented on the financial statements in separate columns. The information for non-major funds (funds whose activity or balances are not large enough to warrant separate reporting) is combined and presented in total in a single column. The Township's major governmental funds are the general fund, road and bridge fund, police fund, fire fund, debt service fund and the permanent improvement fund. The programs reported in governmental funds are closely related to those reported in the governmental activities section of the entity-wide statements.

Proprietary Funds – When the Township charges customers for the services it provides, these services are generally reported in proprietary funds. When the services are provided to the general public, the activity is reported as an enterprise fund. The Township does not have any enterprise funds. When the services are provided to other departments of the Township, the service is reported as an internal service fund. The Township has one internal service fund that was set up at the end of 2010 which had no activity in the fund during 2010 other than advancing monies to it from the general fund for the startup of the self-insured dental plan effective January 1, 2011.

**Sylvania Township, Lucas County, Ohio  
Management's Discussion and Analysis  
For the Year Ended December 31, 2010  
Unaudited**

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Fiduciary Funds - Fiduciary funds are held in a trustee or agency capacity for others and therefore cannot be used to support the Township's own programs. The key distinction between trust funds and agency funds is that the former normally are subject to a trust agreement that affects the degree of management involvement and the length of time that the resources are held. The Township has one fiduciary fund to account and report for the employee Section 125 Plan claims and contributions.

**The Township as a Whole**

Table 1 provides a summary of the Township's net assets for 2010 compared to 2009 on a cash basis:

(Table 1)

**Net Assets**

	Governmental Activities	
	2010	2009
<b>Assets</b>		
Cash and Cash Equivalents	\$22,291,670	\$21,369,441
<i>Total Assets</i>	\$22,291,670	\$21,369,441
<b>Net Assets</b>		
Restricted for:		
Capital Outlay	\$3,021,172	\$8,373,593
Debt Service	74,567	74,567
Demolition Escrow	0	14,000
Unrestricted	19,195,931	12,907,281
<i>Total Net Assets</i>	\$22,291,670	\$21,369,441

As mentioned previously, net assets of governmental activities increased \$922,229 or approximately 4.3% during 2010. The primary reasons contributing to the increase in cash balances are as follows:

- Inheritance tax revenues were higher than anticipated.
- All departments did an excellent job in managing their budgets.
- A bond issue of \$8,500,000 was sold and a \$7,900,000 short term note plus interest was paid off leaving net cash of approximately \$501,250.

**Sylvania Township, Lucas County, Ohio  
Management's Discussion and Analysis  
For the Year Ended December 31, 2010  
Unaudited**

Table 2 reflects the changes in net assets on a cash basis in 2010 and 2009 for governmental activities.

(Table 2)  
**Changes in Net Assets**

	Governmental Activities	
	2010	2009
<b>Receipts:</b>		
<i>Program Receipts:</i>		
Charges for Services and Sales	\$550,653	\$519,344
Operating Grants and Contributions	1,104,135	1,078,693
Capital Grants and Contributions	81,971	45,000
<i>Total Program Receipts</i>	<u>1,736,759</u>	<u>1,643,037</u>
<i>General Receipts:</i>		
Property and Other Local Taxes	13,768,751	14,407,981
Cable Franchise Fees	426,590	334,237
Intergovernmental	4,984,587	5,242,547
Special Assessments	0	24,000
Interest	252,856	80,074
Miscellaneous	194,277	203,618
Sale of Capital Assets	45,617	157,567
Notes Issued	0	7,995,048
Premium on Notes Issued	0	43,715
General Obligation Bonds Issued	8,500,000	0
<i>Total General Receipts</i>	<u>28,172,678</u>	<u>28,488,787</u>
<b>Total Receipts</b>	<b>29,909,437</b>	<b>30,131,824</b>
<b>Disbursements:</b>		
General Government	1,517,089	1,431,974
Public Safety	12,961,501	12,952,033
Public Works	2,982,889	3,514,891
Health	210,915	167,800
Human Services	432,681	452,821
Conservation-Recreation	25,000	30,653
Capital Outlay	2,457,024	1,696,294
Debt Service:		
Principal Retirement	8,066,703	154,726
Interest and Fiscal Charges	333,406	41,625
<b>Total Disbursements</b>	<u>28,987,208</u>	<u>20,442,817</u>
Change in Net Assets	922,229	9,689,007
<i>Net Assets Beginning of Year</i>	<u>21,369,441</u>	<u>11,680,434</u>
<i>Net Assets End of Year</i>	<u>\$22,291,670</u>	<u>\$21,369,441</u>

**Sylvania Township, Lucas County, Ohio**  
**Management's Discussion and Analysis**  
**For the Year Ended December 31, 2010**  
**Unaudited**

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Program receipts represent only 6% of total receipts and are primarily comprised of restricted intergovernmental receipts such as police, fire, road and bridge rollback and homestead receipts, police and fire operating grants, and motor vehicle license, gas tax and permissive taxes.

General receipts represent 94% of the Township's total receipts, and of this amount, 49% is from property and other local taxes. Another 30% of general receipts are from the issuance of \$8,500,000 in general obligation bonds during 2010. The remaining 21% consists of cable franchise fees, intergovernmental, interest, miscellaneous, and sale of capital assets receipts.

Disbursements for General Government represent the overhead costs of running the Township and the support services provided for the other Township activities. These include the costs of elected officials, finance department personnel, as well as internal services such as payroll and purchasing.

Disbursements for Public Safety represent the cost of police and fire protection. Disbursements for Public Works represent the cost of maintenance for Township roads and bridges. Health Services disbursements are deductions for services from the health department and the cost of cemetery upkeep. Human Services disbursements are the levy proceeds that are received for the operation of the Senior Center.

### **Governmental Activities**

If you look at the Statement of Activities you will see that the first column lists the major services provided by the Township. The second column identifies the costs of providing these services. The major program disbursements for governmental activities are for public safety and public works which account for 45% and 10%, respectively, of all governmental disbursements. General Government also represents a significant cost of approximately 5%. The next three columns of the Statement entitled Program Cash Receipts identify amounts paid by people who are directly charged for the service and grants received by the Township that must be used to provide a specific service. The Net Receipt (Disbursement) column compares the program receipts to the cost of service. This "net cost" amount represents the cost of the service which ends up being paid from money provided by local taxpayers. These net costs are paid from the general receipts which are presented at the bottom of the Statement. A comparison between the net cost of services is presented in Table 3.

**Sylvania Township, Lucas County, Ohio  
Management's Discussion and Analysis  
For the Year Ended December 31, 2010  
Unaudited**

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(Table 3)

**Governmental Activities**

	Net Cost of Services 2010	Net Cost of Services 2009
General Government	\$1,424,943	\$1,349,892
Public Safety	12,084,947	12,166,165
Public Works	2,216,210	2,794,592
Health	209,535	113,012
Human Services	432,681	452,821
Conservation-Recreation	25,000	30,653
Capital Outlay	2,457,024	1,696,294
Principal Retirement	8,066,703	154,726
Interest and Fiscal Charges	333,406	41,625
Net Disbursements	\$27,250,449	\$18,799,780

The dependence upon property tax receipts is apparent as over 46% of governmental activities are supported through these general receipts.

**The Township's Funds**

Total governmental funds had receipts of \$21,297,359 and disbursements of \$28,987,208. The greatest change within governmental funds occurred within the fire fund and the permanent improvement fund. The fund balance of the fire fund increased by \$812,589 and the permanent improvement fund decreased by \$974,325. The increase in the fire fund was mainly due to the issuance of general obligation bonds. The decrease in the permanent improvement fund was mainly due to the construction of the new fire stations.

**General Fund Budgeting Highlights**

The Township's budget is prepared according to Ohio law and is based upon accounting for certain transactions on a basis of cash receipts, disbursements, and encumbrances.

During 2010, the Township amended its general fund budget several times to reflect changing circumstances. Actual receipts were greater than the original and final budgeted receipts due to the increase in the cable system franchise fees as well as inheritance taxes were greater than anticipated. The difference between final budgeted receipts and actual receipts was \$791,884.

Final disbursements were budgeted at \$2,389,230 while actual disbursements were \$1,776,541. The Township kept spending under the budgeted amounts as demonstrated by the reported variances.

**Sylvania Township, Lucas County, Ohio  
Management's Discussion and Analysis  
For the Year Ended December 31, 2010  
Unaudited**

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**Capital Assets and Debt Administration**

Capital Assets

The Township does not report capital assets and infrastructure under the cash basis of accounting.

Debt

At December 31, 2010, the Township's outstanding debt included \$785,000 in general obligation bonds issued for the construction of the Sylvania Senior Center, \$700,597 in Ohio Public Works Commission loans for infrastructure improvements, and \$8,500,000 in fire fund general obligation bonds issued to pay off the \$7,900,000 short term note plus interest from the prior year with the remaining balance to be used to complete the construction of fire station No. 1. For further information regarding the Township's debt, refer to Note 9 to the basic financial statements.

**Current Issues**

Like most governments, Sylvania Township is facing complex fiscal challenges in trying to balance high quality service with declining revenues. We rely heavily on local taxes and have very little industry to support the tax base. In 2010, the Township sold \$8,500,000 in fire fund general obligation bonds payable over a 20 year period. Of this amount, \$7,998,750 was used to pay off the short term note that was received in 2009. Those proceeds were used to renovate fire station No. 4 and the construction of three new fire stations. In addition to the construction and remodeling, proceeds were used to purchase three new 2010 KME first responder fire pumpers and a 2010 Seagrave 100 foot tractor drawn aerial ladder. The Township's financial rating of AA+ continues to be the highest rating in Northwest Ohio. Cost allocation for services and related expenses provided to the other departments that are included in the General Fund expenses were also continued in 2010. The Board of Trustees extended the "Tax Holiday" and will forego the collection of the 1.50 mills police levy proceeds to be collected in 2011.

**Contacting the Government's Financial Management**

This financial report is designed to provide our citizens, taxpayers, investors, and creditors with a general overview of the Township's finances and to reflect the Township's accountability for the monies it receives. Questions concerning any of the information in this report or requests for additional information should be directed to David J. Simko, Fiscal Officer, Sylvania Township, 4927 Holland-Sylvania Road, Sylvania, Ohio 43560.

**Sylvania Township**  
**Lucas County, Ohio**  
*Statement of Net Assets - Cash Basis*  
*December 31, 2010*

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	<u>Governmental Activities</u>
<b>Assets</b>	
Cash and Cash Equivalents	<u>\$22,291,670</u>
<i>Total Assets</i>	<u><u>\$22,291,670</u></u>
<b>Net Assets</b>	
Restricted for:	
Capital Projects	\$3,021,172
Debt Service	74,567
Unrestricted	<u>19,195,931</u>
<i>Total Net Assets</i>	<u><u>\$22,291,670</u></u>

Sylvania Township  
Lucas County, Ohio  
Statement of Activities - Cash Basis  
For the Year Ended December 31, 2010

	Disbursements	Program Cash Receipts			Net Receipts (Disbursements) and Change in Net Assets
		Charges for Services and Sales	Operating Grants and Contributions	Capital Grants and Contributions	Governmental Activities
<b>Governmental Activities</b>					
General Government	\$1,517,089	\$92,146			(\$1,424,943)
Public Safety	12,961,501	49,568	826,986		(12,084,947)
Public Works	2,982,889	407,559	277,149	81,971	(2,216,210)
Health	210,915	1,380			(209,535)
Human Services	432,681				(432,681)
Conservation-Recreation	25,000				(25,000)
Capital Outlay	2,457,024				(2,457,024)
Debt Service:					
Principal Retirement	8,066,703				(8,066,703)
Interest and Fiscal Charges	333,406				(333,406)
<b>Total Governmental Activities</b>	<u>\$28,987,208</u>	<u>\$550,653</u>	<u>\$1,104,135</u>	<u>\$81,971</u>	<u>(\$27,250,449)</u>
		<b>General Receipts</b>			
		Property and Other Local Taxes			13,768,751
		Cable Franchise Fees			426,590
		Intergovernmental			4,984,587
		Interest			252,856
		Miscellaneous			194,277
		Sale of Capital Assets			45,617
		General Obligation Bonds Issued			8,500,000
		<b>Total General Receipts</b>			<u>28,172,678</u>
		Change in Net Assets			922,229
		<b>Net Assets Beginning of Year</b>			<u>21,369,441</u>
		<b>Net Assets End of Year</b>			<u>\$22,291,670</u>

Sylvania Township  
 Lucas County, Ohio  
 Statement of Cash Basis Assets and Fund Balances  
 Governmental Funds  
 December 31, 2010

	General	Road and Bridge Fund	Police Fund	Fire Fund	Debt Service Fund	Permanent Improvement Fund	Other Governmental Funds	Total Governmental Funds
<b>Assets</b>								
Equity in Pooled Cash and Cash Equivalents	\$6,184,081	\$1,631,778	\$3,486,215	\$2,226,803	\$74,567	\$6,790,934	\$1,887,092	\$22,281,470
<b>Total Assets</b>	<u>\$6,184,081</u>	<u>\$1,631,778</u>	<u>\$3,486,215</u>	<u>\$2,226,803</u>	<u>\$74,567</u>	<u>\$6,790,934</u>	<u>\$1,887,092</u>	<u>\$22,281,470</u>
<b>Fund Balances</b>								
Reserved:								
Reserved for Encumbrances	\$29,134	\$39,241	\$57,366	\$83,179	\$0	\$1,246,579	\$40,052	\$1,495,551
Unreserved:								
General Fund	6,154,947							6,154,947
Special Revenue Funds		1,592,537	3,428,849	2,143,624			1,235,190	8,400,200
Debt Service Funds					74,567			74,567
Capital Projects Funds						5,544,355	611,850	6,156,205
<b>Total Fund Balances</b>	<u>\$6,184,081</u>	<u>\$1,631,778</u>	<u>\$3,486,215</u>	<u>\$2,226,803</u>	<u>\$74,567</u>	<u>\$6,790,934</u>	<u>\$1,887,092</u>	<u>\$22,281,470</u>

**Sylvania Township**  
**Lucas County, Ohio**  
*Reconciliation of Total Governmental Fund Balances to*  
*Net Assets of Governmental Activities - Cash Basis*  
*December 31, 2010*

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<b>Total Governmental Fund Balances</b>	<b>\$22,281,470</b>
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***Amounts reported for governmental activities in the statement of net assets are different because***

Governmental activities' net assets include the internal service funds' cash and cash equivalents. The proprietary funds' statements include these assets.

10,200

*Net Assets of Governmental Activities*

\$22,291,670

**Sylvania Township**  
**Lucas County, Ohio**  
*Statement of Cash Receipts, Disbursements and Changes in Cash Basis Fund Balances*  
**Governmental Funds**  
*For the Year Ended December 31, 2010*

	General	Road and Bridge Fund	Police Fund	Fire Fund	Debt Service Fund	Permanent Improvement Fund	Other Governmental Funds	Total Governmental Funds
<b>Receipts</b>								
Property and Other Local Taxes	\$586,132	\$1,834,635	\$5,188,965	\$5,795,757			\$363,262	\$13,768,751
Charges for Services		1,037	5,560	21,000			1,380	28,977
Licenses, Permits and Fees	50,619	270	7,308	14,623				72,820
Cable Franchise Fees	426,590							426,590
Fines and Forfeitures	41,527							77,419
State and Local Grants							62,237	62,237
Intergovernmental	1,908,562	391,915	1,233,445	1,897,496			640,059	6,071,477
Special Assessments							407,289	407,289
Interest	209,578			34,891			8,387	252,856
Miscellaneous	26,270	29,366	3,379	57,044			12,884	128,943
<b>Total Receipts</b>	<b>3,249,278</b>	<b>2,257,223</b>	<b>6,438,657</b>	<b>7,820,811</b>	<b>0</b>	<b>0</b>	<b>1,531,390</b>	<b>21,297,359</b>
<b>Disbursements</b>								
<b>Current:</b>								
General Government	1,517,089							1,517,089
Public Safety			6,192,528	6,699,534			69,439	12,961,501
Public Works		2,362,754					620,135	2,982,889
Health	204,068						5,597	209,665
Human Services	1,250						432,681	433,931
Conservation-Recreation	25,000							25,000
Capital Outlay				83,807		2,012,951	360,266	2,457,024
<b>Debt Service:</b>								
Principal Retirement		116,703			7,950,000			8,066,703
Interest and Fiscal Charges					333,406			333,406
<b>Total Disbursements</b>	<b>1,747,407</b>	<b>2,479,457</b>	<b>6,192,528</b>	<b>6,783,341</b>	<b>8,283,406</b>	<b>2,012,951</b>	<b>1,488,118</b>	<b>28,987,208</b>
<i>Excess (Deficiency) of Receipts Over (Under) Disbursements</i>	1,501,871	(222,234)	246,129	1,037,470	(8,283,406)	(2,012,951)	43,272	(7,689,849)
<b>Other Financing Receipts (Disbursements)</b>								
Sale of Capital Assets	212		2,905	42,500				45,617
General Obligation Bonds Issued				8,500,000				8,500,000
Transfers In		500,000	1,255		8,283,406	972,165	295,548	10,052,374
Transfers Out	(1,135,945)		(150,548)	(8,765,881)				(10,052,374)
Advances In			5,158				6,658	11,816
Advances Out	(10,200)		(5,158)	(1,500)			(5,158)	(22,016)
Other Financing Receipts						66,461		66,461
<b>Total Other Financing Receipts (Disbursements)</b>	<b>(1,145,933)</b>	<b>500,000</b>	<b>(146,388)</b>	<b>(224,881)</b>	<b>8,283,406</b>	<b>1,038,626</b>	<b>297,048</b>	<b>8,601,878</b>
<b>Net Change in Fund Balances</b>	<b>355,938</b>	<b>277,766</b>	<b>99,741</b>	<b>812,589</b>	<b>0</b>	<b>(974,325)</b>	<b>340,320</b>	<b>912,029</b>
<b>Fund Balances Beginning of Year Restated</b>	<b>5,828,143</b>	<b>1,354,012</b>	<b>3,386,474</b>	<b>1,414,214</b>	<b>74,567</b>	<b>7,765,259</b>	<b>1,546,772</b>	<b>21,369,441</b>
<b>Fund Balances End of Year</b>	<b>\$6,184,081</b>	<b>\$1,631,778</b>	<b>\$3,486,215</b>	<b>\$2,226,803</b>	<b>\$74,567</b>	<b>\$6,790,934</b>	<b>\$1,887,092</b>	<b>\$22,281,470</b>

**Sylvania Township  
Lucas County, Ohio**

*Reconciliation of the Statement of Cash Receipts, Disbursements and Changes in  
Cash Basis Fund Balances - Governmental Funds to the Statement of Activities - Cash Basis  
For the Year Ended December 31, 2010*

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<b>Net Change in Fund Balances - Total Governmental Funds</b>	<b>\$912,029</b>
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***Amounts reported for governmental activities in the  
statement of activities are different because***

Internal service funds charge insurance costs to other funds. The entity-wide statements eliminate governmental fund expenditures and related internal service fund charges. Governmental activities report allocated net internal service fund receipts (disbursements).

10,200

*Change in Net Assets of Governmental Activities*

\$922,229

**Sylvania Township**  
**Lucas County, Ohio**  
*Statement of Proprietary Net Assets - Cash Basis*  
*Proprietary Funds*  
*December 31, 2010*

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	Governmental Activities Internal Service Fund
<b>Assets</b>	
Cash and Cash Equivalents	<u>\$10,200</u>
<i>Total Assets</i>	<u><u>\$10,200</u></u>
<b>Net Assets</b>	
Unrestricted	<u>\$10,200</u>
<i>Total Net Assets</i>	<u><u>\$10,200</u></u>

**Sylvania Township**  
**Lucas County, Ohio**  
*Statement of Changes in Proprietary Net Assets - Cash Basis*  
*Proprietary Funds*  
*For the Year Ended December 31, 2010*

	Governmental Activities Internal Service Fund
<b>Additions</b>	
Contributions	\$0
Total Additions	0
<b>Deductions</b>	
Payments	0
Total Deductions	0
Excess of Receipts Over (Under) Disbursements	0
<b>Other Financing Receipts (Disbursements)</b>	
Advances In	10,200
Change in Net Assets	10,200
<i>Net Assets Beginning of Year</i>	0
<i>Net Assets End of Year</i>	\$10,200

**Sylvania Township**  
**Lucas County, Ohio**  
*Statement of Fiduciary Net Assets - Cash Basis*  
*Fiduciary Funds*  
*December 31, 2010*

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	<u>Private Purpose Trust</u>
<b>Assets</b>	
Cash and Cash Equivalents	<u>\$26,163</u>
<i>Total Assets</i>	<u><u>\$26,163</u></u>
<b>Net Assets</b>	
Unrestricted	<u>\$26,163</u>
<i>Total Net Assets</i>	<u><u>\$26,163</u></u>

**Sylvania Township**  
**Lucas County, Ohio**  
*Statement of Changes in Fiduciary Net Assets - Cash Basis*  
*Fiduciary Funds*  
*For the Year Ended December 31, 2010*

	Private Purpose Trust
<b>Additions</b>	
Contributions	\$45,904
Total Additions	45,904
<b>Deductions</b>	
Payments	39,069
Total Deductions	39,069
Change in Net Assets	6,835
<i>Net Assets Beginning of Year</i>	19,328
<i>Net Assets End of Year</i>	\$26,163

**Sylvania Township  
Lucas County, Ohio**

*Statement of Cash Receipts, Disbursements and Changes in Cash Basis Fund Balances  
Budget and Actual - Budgetary Basis  
General Fund  
For the Year Ended December 31, 2010*

	Budgeted Amounts		Actual	Variance with
	Original	Final		Final Budget Positive (Negative)
<b>Receipts</b>				
Property and Other Local Taxes	\$580,000	\$580,000	\$586,132	\$6,132
Licenses, Permits and Fees	47,600	47,600	50,619	3,019
Cable Franchise Fees	295,000	295,000	426,590	131,590
Fines and Forfeitures	31,000	31,000	41,527	10,527
Intergovernmental	1,435,794	1,435,794	1,908,562	472,768
Interest	53,000	53,000	209,578	156,578
Miscellaneous	15,000	15,000	26,270	11,270
<i>Total Receipts</i>	<u>2,457,394</u>	<u>2,457,394</u>	<u>3,249,278</u>	<u>791,884</u>
<b>Disbursements</b>				
Current:				
General Government	2,021,433	2,158,912	1,546,223	612,689
Health	204,000	204,068	204,068	0
Human Services	850	1,250	1,250	0
Conservation-Recreation	25,000	25,000	25,000	0
<i>Total Disbursements</i>	<u>2,251,283</u>	<u>2,389,230</u>	<u>1,776,541</u>	<u>612,689</u>
<i>Excess (Deficiency) of Receipts Over (Under) Disbursements</i>	206,111	68,164	1,472,737	1,404,573
<b>Other Financing Receipts (Disbursements)</b>				
Sale of Capital Assets	0	0	212	212
Transfers In	0	197,400	0	(197,400)
Transfers Out	(1,284,203)	(1,285,458)	(1,135,945)	149,513
Advances In	0	62,464	0	(62,464)
Advances Out	(291,794)	(301,994)	(10,200)	291,794
<i>Total Other Financing Receipts (Disbursements)</i>	<u>(1,575,997)</u>	<u>(1,327,588)</u>	<u>(1,145,933)</u>	<u>181,655</u>
<i>Net Change in Fund Balance</i>	(1,369,886)	(1,259,424)	326,804	1,586,228
<i>Fund Balance Beginning of Year</i>	5,826,546	5,826,546	5,826,546	0
<i>Prior Year Encumbrances</i>	1,597	1,597	1,597	0
<i>Fund Balance End of Year</i>	<u>\$4,458,257</u>	<u>\$4,568,719</u>	<u>\$6,154,947</u>	<u>\$1,586,228</u>

**Sylvania Township**

**Lucas County, Ohio**

*Statement of Cash Receipts, Disbursements and Changes in Cash Basis Fund Balances*

*Budget and Actual - Budgetary Basis*

*Road and Bridge Fund*

*For the Year Ended December 31, 2010*

	Budgeted Amounts		Actual	Variance with Final Budget Positive (Negative)
	Original	Final		
<b>Receipts</b>				
Property and Other Local Taxes	\$1,913,600	\$1,913,600	\$1,834,635	(\$78,965)
Charges for Services	0	0	1,037	1,037
Licenses, Permits and Fees	0	0	270	270
Intergovernmental	283,500	283,500	391,915	108,415
Interest	8,500	8,500	0	(8,500)
Miscellaneous	68,750	68,750	29,366	(39,384)
<i>Total Receipts</i>	<u>2,274,350</u>	<u>2,274,350</u>	<u>2,257,223</u>	<u>(17,127)</u>
<b>Disbursements</b>				
Current:				
Public Works	3,153,727	3,243,346	2,401,995	841,351
Debt Service:				
Principal Retirement	140,530	140,530	116,703	23,827
<i>Total Disbursements</i>	<u>3,294,257</u>	<u>3,383,876</u>	<u>2,518,698</u>	<u>865,178</u>
<i>Excess (Deficiency) of Receipts Over (Under) Disbursements</i>	(1,019,907)	(1,109,526)	(261,475)	848,051
<b>Other Financing Receipts (Disbursements)</b>				
Transfers In	0	709,703	500,000	(209,703)
Transfers Out	(23,800)	(23,800)	0	23,800
<i>Total Other Financing Receipts (Disbursements)</i>	<u>(23,800)</u>	<u>685,903</u>	<u>500,000</u>	<u>(185,903)</u>
<i>Net Change in Fund Balance</i>	(1,043,707)	(423,623)	238,525	662,148
<i>Fund Balance Beginning of Year</i>	1,353,117	1,353,117	1,353,117	0
Prior Year Encumbrances	895	895	895	0
<i>Fund Balance End of Year</i>	<u>\$310,305</u>	<u>\$930,389</u>	<u>\$1,592,537</u>	<u>\$662,148</u>

**Sylvania Township  
Lucas County, Ohio**

*Statement of Cash Receipts, Disbursements and Changes in Cash Basis Fund Balances  
Budget and Actual - Budgetary Basis*

*Police Fund*

*For the Year Ended December 31, 2010*

	Budgeted Amounts		Actual	Variance with Final Budget Positive (Negative)
	Original	Final		
<b>Receipts</b>				
Property and Other Local Taxes	\$5,202,050	\$5,202,050	\$5,188,965	(\$13,085)
Charges for Services	5,000	5,000	5,560	560
Licenses, Permits and Fees	15,000	15,000	7,308	(7,692)
Intergovernmental	1,171,669	1,171,669	1,233,445	61,776
Interest	20,000	20,000	0	(20,000)
Miscellaneous	8,000	8,000	3,379	(4,621)
<i>Total Receipts</i>	6,421,719	6,421,719	6,438,657	16,938
<b>Disbursements</b>				
Current:				
Public Safety	6,579,440	6,612,215	6,249,894	362,321
<i>Total Disbursements</i>	6,579,440	6,612,215	6,249,894	362,321
<i>Excess (Deficiency) of Receipts Over (Under) Disbursements</i>	(157,721)	(190,496)	188,763	379,259
<b>Other Financing Receipts (Disbursements)</b>				
Sale of Capital Assets	0	0	2,905	2,905
Transfers In	0	45,178	1,255	(43,923)
Transfers Out	(357,676)	(361,789)	(150,548)	211,241
Advances In	0	0	5,158	5,158
Advances Out	0	(5,158)	(5,158)	0
<i>Total Other Financing Receipts (Disbursements)</i>	(357,676)	(321,769)	(146,388)	175,381
<i>Net Change in Fund Balance</i>	(515,397)	(512,265)	42,375	554,640
<i>Fund Balance Beginning of Year</i>	3,368,524	3,368,524	3,368,524	0
<i>Prior Year Encumbrances</i>	17,950	17,950	17,950	0
<i>Fund Balance End of Year</i>	\$2,871,077	\$2,874,209	\$3,428,849	\$554,640

**Sylvania Township  
Lucas County, Ohio**

*Statement of Cash Receipts, Disbursements and Changes in Cash Basis Fund Balances  
Budget and Actual - Budgetary Basis  
Fire Fund  
For the Year Ended December 31, 2010*

	<u>Budgeted Amounts</u>			Variance with Final Budget Positive (Negative)
	<u>Original</u>	<u>Final</u>	<u>Actual</u>	
<b>Receipts</b>				
Property and Other Local Taxes	\$5,720,000	\$5,720,000	\$5,795,757	\$75,757
Charges for Services	13,237	13,237	21,000	7,763
Licenses, Permits and Fees	7,000	7,000	14,623	7,623
Intergovernmental	1,898,607	1,898,607	1,897,496	(1,111)
Interest	6,000	6,000	34,891	28,891
Miscellaneous	10,500	10,500	57,044	46,544
<i>Total Receipts</i>	<u>7,655,344</u>	<u>7,655,344</u>	<u>7,820,811</u>	<u>165,467</u>
<b>Disbursements</b>				
Current:				
Public Safety	6,375,008	7,115,519	6,782,713	332,806
Capital Outlay	84,437	84,437	83,807	630
<i>Total Disbursements</i>	<u>6,459,445</u>	<u>7,199,956</u>	<u>6,866,520</u>	<u>333,436</u>
<i>Excess (Deficiency) of Receipts Over (Under) Disbursements</i>	1,195,899	455,388	954,291	498,903
<b>Other Financing Receipts (Disbursements)</b>				
Sale of Capital Assets	0	0	42,500	42,500
General Obligation Bonds Issued	7,913,225	8,514,813	8,500,000	(14,813)
Transfers Out	(8,415,041)	(9,032,768)	(8,765,881)	266,887
Advances Out	(62,464)	(62,464)	(1,500)	60,964
<i>Total Other Financing Receipts (Disbursements)</i>	<u>(564,280)</u>	<u>(580,419)</u>	<u>(224,881)</u>	<u>355,538</u>
<i>Net Change in Fund Balance</i>	631,619	(125,031)	729,410	854,441
<i>Fund Balance Beginning of Year</i>	1,386,217	1,386,217	1,386,217	0
Prior Year Encumbrances	27,997	27,997	27,997	0
<i>Fund Balance End of Year</i>	<u>\$2,045,833</u>	<u>\$1,289,183</u>	<u>\$2,143,624</u>	<u>\$854,441</u>

**Sylvania Township  
Lucas County, Ohio  
Notes to the Basic Financial Statements  
For the Year Ended December 31, 2010**

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**NOTE 1 – REPORTING ENTITY**

Sylvania Township, Lucas County, Ohio (the “Township”) was established in 1835 to exercise the rights and privileges conveyed to it by the constitution and laws of the State of Ohio. Sylvania Township is the 8<sup>th</sup> largest township in the State of Ohio and as of January 1, 2000 operates under a Limited Home Rule – Urban Government. The Township is directed by a three member Board of Trustees which are elected to staggered four-year terms; in addition, there is an elected Township Fiscal Officer and an appointed Township Administrator.

The reporting entity is comprised of the primary government, component units and other organizations that were included to ensure that the financial statements are not misleading.

**Primary Government**

The primary government consists of all funds, departments, boards and agencies that are not legally separate from the Township. The Township provides general government services, maintenance of Township roads and bridges, cemetery maintenance, and police and fire protection.

**Component Units**

Component units are legally separate organizations for which the Township is financially accountable. The Township is financially accountable for an organization if the Township appoints a voting majority of the organization’s governing board; and (1) the Township is able to significantly influence the programs or services performed or provided by the organization; or (2) the Township is legally entitled to or can otherwise access the organization’s resources; the Township is legally obligated or has otherwise assumed the responsibility to finance the deficits of, or provide support to, the organization; or the Township is obligated for the debt of the organization. The Township is also financially accountable for any organizations that are fiscally dependent on the Township in that the Township approves their budget, the issuance of their debt or the levying of their taxes. Component units also include legally separate, tax-exempt entities whose resources are for the direct benefit of the Township, are accessible to the Township and are significant in amount to the Township.

**Joint Ventures, Jointly Governed Organizations and Public Entity Risk Pools**

A joint venture is a legal entity or other organization that results from a contractual arrangement and that is owned, operated, or governed by two or more participants as a separate and specific activity subject to joint control, in which the participants retain (a) an ongoing financial interest or (b) an ongoing financial responsibility. Under the cash basis of accounting, the Township does not report assets for equity interests in joint ventures.

**Sylvania Township  
Lucas County, Ohio  
Notes to the Basic Financial Statements, Continued  
For the Year Ended December 31, 2010**

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**NOTE 1 – REPORTING ENTITY (Continued)**

**Joint Ventures, Jointly Governed Organizations and Public Entity Risk Pools (Continued)**

The Township participates in one joint venture. Note 12 to the financial statements provides information about the Sylvania Senior Citizen Center (Senior Center).

The Township participates in one jointly governed organization. Note 13 to the financial statements provides information about the Sylvania Area Joint Recreation District (SAJRD).

The Township participates in one public entity risk pool. Note 14 to the financial statements provides information about the OME-RESA Health Benefits Insurance Consortium.

The Township's management believes these financial statements present all activities for which the Township is financially accountable.

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

As discussed further in the Basis of Accounting section of this Note, these financial statements are presented on a cash basis of accounting. This cash basis of accounting differs from accounting principles generally accepted in the United States of America (GAAP). Generally accepted accounting principles include all relevant Governmental Accounting Standards Board (GASB) pronouncements, which have been applied to the extent they are applicable to the cash basis of accounting. In the government-wide financial statements and the fund financial statements for the proprietary funds, Financial Accounting Standards Board (FASB) pronouncements and Accounting Principles Board (APB) opinions issued on or before November 30, 1989, have been applied, to the extent they are applicable to the cash basis of accounting, unless those pronouncements conflict with or contradict GASB pronouncements, in which case GASB prevails. Following are the more significant of the Township's accounting policies.

**Basis of Presentation**

The Township's basic financial statements consist of government-wide financial 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.

**Sylvania Township  
Lucas County, Ohio  
Notes to the Basic Financial Statements, Continued  
For the Year Ended December 31, 2010**

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**NOTE 2 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)**

**Government-Wide Financial Statements**

The statement of net assets and the statement of activities display information about the Township as a whole. These statements include the financial activities of the primary government. Governmental activities generally are financed through taxes, intergovernmental receipts or other non-exchange transactions.

The statement of net assets presents the cash balances of the governmental activities of the Township at year end. The statement of activities compares disbursements with program receipts for each of the Township's governmental activities. Disbursements are reported by function. A function is a group of related activities designed to accomplish a major service or regulatory program for which the Township is responsible. Program receipts include charges paid by the recipient of the program's goods or services, grants and contributions restricted to meeting the operational or capital requirements of a particular program, and receipts of interest earned on grants that is required to be used to support a particular program. General receipts are all receipts not classified as program receipts, with certain limited exceptions. The comparison of direct disbursements with program receipts identifies the extent to which each governmental function is self-financing on a cash basis or draws from the Township's general receipts.

**Fund Financial Statements**

During the year, the Township segregates transactions related to certain Township functions or activities in separate funds to aid financial management and to demonstrate legal compliance. Fund financial statements are designed to present financial information of the Township at this more detailed level. The focus of governmental 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 and proprietary funds are reported by type.

**Fund Accounting**

The Township uses fund accounting 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. Funds are used to segregate resources that are restricted as to use. The funds of the Township are divided into two categories, governmental, proprietary and fiduciary.

**Sylvania Township  
Lucas County, Ohio  
Notes to the Basic Financial Statements, Continued  
For the Year Ended December 31, 2010**

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**NOTE 2 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)**

**Governmental Funds**

The Township classifies funds financed primarily from taxes, intergovernmental receipts (e.g. grants), and other non-exchange transactions as governmental funds. The following are the Township's major governmental funds:

**General Fund:**

The general fund accounts for and reports all financial resources not accounted for and reported in another fund. The general fund balance is available to the Township for any purpose provided it is expended or transferred according to the general laws of Ohio.

**Road and Bridge Fund:**

The road and bridge fund accounts for and reports proceeds of property tax revenues to provide for construction, maintenance, and repair of Township roads and bridges in the unincorporated area.

**Police Fund:**

The police fund accounts for and reports proceeds of property tax revenues to provide police protection to the Township in the unincorporated area.

**Fire Fund:**

The fire fund accounts for and reports proceeds of property tax revenues and charges for services to provide fire protection to the Township in the incorporated and unincorporated areas.

**Debt Service Fund:**

The debt service fund accounts for and reports the transfer of monies from the other major funds to pay debt service payments as they become due.

**Permanent Improvement Fund:**

The permanent improvement fund accounts for and reports the transfer of monies from the other major funds for the purpose of permanent improvement items such as land or buildings.

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

**Proprietary Funds**

The Township classifies funds financed primarily from user charges for goods or services as proprietary. Proprietary funds are classified as either enterprise or internal service. The Township has one internal service fund to account and report for a self-insurance program for dental benefits.

**Sylvania Township  
Lucas County, Ohio  
Notes to the Basic Financial Statements, Continued  
For the Year Ended December 31, 2010**

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**NOTE 2 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)**

**Fiduciary Funds**

Fiduciary funds include a private purpose trust fund used to account for assets held under a trust agreement for individuals, private organizations, or other governments which are not available to support the Township's own programs. The Township's private purpose trust fund accounts for reporting monies collected from and held on behalf of employees for Section 125 qualified medical reimbursements. The accounts are managed via a third party administrator agreement with AFLAC, Inc. and the funds are paid out as billed.

**Basis of Accounting**

The Township's financial statements are prepared using the cash basis of accounting. Receipts are recorded in the Township's financial records and reported in the financial statements when cash is received rather than when earned and disbursements are recorded when cash is paid rather than when a liability is incurred.

As a result of the use of this cash basis of accounting, certain assets and their related revenues (such as accounts receivable and revenue for billed or provided services not yet collected) and certain liabilities and their related expenses (such as accounts payable and expenses for goods or services received but not yet paid, and accrued liabilities and the related expenses) are not recorded in these financial statements.

**Budgetary Process**

All funds, except agency 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 ordinance, 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 the Township may appropriate.

The appropriations ordinance is the Township's authorization to spend resources and sets limits on disbursements plus encumbrances at the level of control selected by the Township. The legal level of control has been established at the fund, department, and object level for all funds.

The certificate of amended resources may be amended during the year if projected increases or decreases in receipts are identified by the Township Fiscal Officer. 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 amended certificate of estimated resources in effect at the time final appropriations were passed by the Township.

**Sylvania Township  
Lucas County, Ohio  
Notes to the Basic Financial Statements, Continued  
For the Year Ended December 31, 2010**

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**NOTE 2 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)**

**Budgetary Process (Continued)**

The appropriations ordinance 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 ordinance 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 the Township during the year.

**Cash and Investments**

To improve cash management, cash received by the Township is pooled and invested. Individual fund integrity is maintained through Township records. Interest in the pool is presented as “Equity in Pooled Cash and Cash Equivalents”.

Investments with an original maturity of three months or less at the time of purchase and investments of the cash management pool are presented on the financial statements as cash equivalents. Investments with an initial maturity of more than three months that were not purchased from the pool are reported as investments.

Investments are reported as assets. Accordingly, purchases of investments are not recorded as disbursements, and sales of investments are not recorded as receipts. Gains or losses at the time of sale are recorded as receipts or negative receipts, respectively.

During 2010, the Township invested in certificates of deposit and STAR Ohio. The certificates of deposit are reported at cost. 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, 2010.

Interest earnings are allocated to Township funds according to State statutes, Township policy, grant requirements, or debt related restrictions. Interest receipts credited to the General Fund during 2010 was \$209,578.

**Inventory and Prepaid Items**

The Township reports disbursements for inventories and prepaid items when paid. These items are not reflected as assets in the accompanying financial statements.

**Sylvania Township  
Lucas County, Ohio  
Notes to the Basic Financial Statements, Continued  
For the Year Ended December 31, 2010**

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**NOTE 2 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)**

**Capital Assets**

Acquisitions of property, plant and equipment are recorded as disbursements when paid. These items are not reflected as assets in the accompanying financial statements.

**Interfund Receivables/Payables**

The Township reports advances-in and advances-out for interfund loans. These items are not reflected as assets and liabilities in the accompanying financial statements.

**Accumulated Leave**

In certain circumstances, such as upon leaving employment or retirement, employees are entitled to cash payments for unused leave. Unpaid leave is not reflected as a liability under the Township's cash basis of accounting.

**Employer Contributions to Cost-Sharing Pension Plans**

The Township recognizes the disbursement for employer contributions to cost-sharing pension plans when they are paid. As described in Notes 7 and 8, the employer contributions include portions for pension benefits and for postretirement healthcare benefits.

**Long-Term Obligations**

The Township's cash basis financial statements do not report liabilities for bonds or other long-term obligations. Proceeds of debt are reported when the cash is received and principal and interest payments are reported when paid. Since recording a capital asset when entering into a capital lease is not the result of a cash transaction, neither an other financing source nor capital outlay expenditure are reported at inception. Lease payments are reported when paid.

**Net Assets**

Net assets are reported as restricted when there are limitations imposed on their use either through enabling legislation or through external restrictions imposed by creditors, grantors, or laws or regulations of other governments. Net assets restricted for other purposes include resources restricted for public safety through police and fire services, road and bridge construction, maintenance and repair, and street lighting. The Township's policy is to first apply restricted resources when an obligation is incurred for purposes for which both restricted and unrestricted net assets are available.

**Sylvania Township  
Lucas County, Ohio  
Notes to the Basic Financial Statements, Continued  
For the Year Ended December 31, 2010**

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**NOTE 2 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)**

**Fund Balance Reserves**

The Township reserves any portion of fund balances which is not available for appropriation or which is legally segregated for a specific future use. Unreserved fund balance indicates that portion of fund balance which is available for appropriation in future periods. Fund balance reserves have been established for encumbrances.

**Interfund Transactions**

Exchange transactions between funds are reported as receipts in the seller funds and as disbursements in the purchaser funds. Subsidies 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. Repayments from funds responsible for particular disbursements to the funds that initially paid for them are not presented in the financial statements.

**NOTE 3 – BUDGETARY BASIS OF ACCOUNTING**

The budgetary basis as provided by law is based upon accounting for certain transactions on the basis of cash receipts, disbursements, and encumbrances. The Statement of Receipts, Disbursements and Changes in Fund Balance – Budget and Actual – Budgetary Basis presented for the general fund and all major special revenue funds is prepared on the budgetary basis to provide a meaningful comparison of actual results with the budget. The difference between the budgetary basis and the cash basis is that outstanding year end encumbrances are treated as disbursements (budgetary basis) rather than as a reservation of fund balance (cash basis). The encumbrances outstanding at year end (budgetary basis) amounted to \$29,134 for the general fund and \$179,786 for major special revenue funds.

**NOTE 4 – DEPOSITS AND INVESTMENTS**

Monies held by the Township are classified by State statute into three categories.

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

**Sylvania Township  
Lucas County, Ohio  
Notes to the Basic Financial Statements, Continued  
For the Year Ended December 31, 2010**

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**NOTE 4 – DEPOSITS AND INVESTMENTS (Continued)**

Inactive deposits are public deposits that the Trustees have 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.

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

Interim monies held by the Township can be deposited or invested in the following securities:

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

**Sylvania Township**  
**Lucas County, Ohio**  
**Notes to the Basic Financial Statements, Continued**  
**For the Year Ended December 31, 2010**

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**NOTE 4 – DEPOSITS AND INVESTMENTS (Continued)**

Investments in stripped principal or interest obligations reverse repurchase agreements, and derivatives are prohibited. The issuance of taxable notes for the purpose of arbitrage, the use of leverage, and short selling are also prohibited. An investment must mature within five years from the date of purchase, unless matched to a specific obligation or debt of the Township, and must be purchased with the expectation that it will be held to maturity. Investments may only be made through specified dealers and institutions.

**Deposits**

Custodial credit risk is the risk that in the event of bank failure, the Township will not be able to recover deposits or collateral securities that are in the possession of an outside party. As of December 31, 2010, the carrying amount of the Township's deposits was \$22,307,821 and the bank balance was \$22,373,938. At year end, none of the Township's bank balance of \$22,373,938 was exposed to custodial credit risk. All deposits were FDIC insured.

The Township has no deposit policy for custodial risk beyond the requirements of State statute. Ohio law requires that deposits be either insured or be protected by eligible securities pledged to and deposited either with the Township or a qualified trustee by the financial institution as security for repayment, or by a collateral pool of eligible securities deposited with a qualified trustee and pledged to secure the repayment of all public monies deposited in the financial institution whose market value at all times shall be at least one hundred five percent of the deposits being secured.

**Investments**

As of December 31, 2010, the Township had the following investments:

<u>Investment</u>	<u>Maturity</u>	<u>Carrying Value</u>
STAR Ohio	N/A	<u>\$10,012</u>
Total Investments		<u>\$10,012</u>

Interest Rate Risk – Township policy requires that an investment mature within two years from the date of purchase, unless matched to a specific obligation or debt of the Township, and must be purchased with the expectation that it will be held to maturity.

Credit Risk – STAR Ohio carries a rating of AAAM by Standard and Poor's. The Township has no investment policy dealing with investment credit risk beyond the requirements of state statutes. Ohio law requires that STAR Ohio maintain the highest rating provided by at least one nationally recognized standard rating service.

**Sylvania Township  
Lucas County, Ohio  
Notes to the Basic Financial Statements, Continued  
For the Year Ended December 31, 2010**

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**NOTE 4 – DEPOSITS AND INVESTMENTS (Continued)**

**Investments, Continued**

Custodial Credit Risk – For an investment, custodial credit risk is the risk that, in the event of the failure of the counterparty, the Township will not be able to recover the value of its investments or collateral securities that are in the possession of an outside party. The Township has no investment policy dealing with investment custodial risk beyond the requirements of state statutes that prohibits payments for investments prior to the delivery of the securities representing such investments to the Treasurer or qualified trustee.

Concentration of Credit Risk – The Township places no limit on the amount it may invest in any one issuer.

**NOTE 5 – PROPERTY TAXES**

Property taxes include amounts levied against all real and public utility property located in the Township. Property tax receipts received during 2010 for real and public utility property taxes represents collections of 2009 taxes.

2010 real property taxes are levied after October 1, 2010 on the assessed values as of January 1, 2010, the lien date. Assessed values for real property taxes are established by State law at 35 percent of appraised market value. 2010 real property taxes are collected in and intended to finance 2011.

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

Public utility personal property currently is assessed at varying percentages of true value; public utility real property is assessed at 35 percent of true value. 2010 public utility property taxes which became a lien on December 31, 2009, are levied after October 1, 2010, and are collected in 2011 with real property taxes.

The full tax rate for all Township operations for the year ended December 31, 2010, was \$19.97 per \$1,000 of assessed value. The assessed values of real and personal property upon which 2010 property tax receipts were based are as follows:

**Sylvania Township  
Lucas County, Ohio  
Notes to the Basic Financial Statements, Continued  
For the Year Ended December 31, 2010**

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**NOTE 5 – PROPERTY TAXES (Continued)**

Real Property	
Residential/Agricultural	\$1,046,300,540
Commercial/Industrial	277,261,730
Public Utility Property	
Real	33,420
Personal	<u>18,543,340</u>
Total Assessed Value	<u>\$1,342,139,030</u>

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

**NOTE 6 – RISK MANAGEMENT**

The Township is exposed to various risks of loss related to torts; theft of, damage to, and destruction of assets; errors and omissions; injuries to employees; and natural disasters. During 2010, the Township had obtained commercial insurance for the following risks:

Comprehensive property and general liability  
Vehicles  
Errors and omissions

Settled claims have not exceeded coverage in any of the last three years and there was no significant reduction in coverage from the prior year.

The Township pays the State Workers' Compensation System a premium based on a rate per \$100 of salaries. This rate is calculated based on accident history and administrative costs. The System administers and pays all claims.

**Sylvania Township  
Lucas County, Ohio  
Notes to the Basic Financial Statements, Continued  
For the Year Ended December 31, 2010**

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**NOTE 7 – DEFINED BENEFIT PENSION PLAN**

**Ohio Public Employees Retirement System**

The Township participates in the Ohio Public Employees Retirement System (OPERS). OPERS administer three separate pension plans. The Traditional Pension Plan (TP) is a cost-sharing, multiple-employer defined benefit pension plan. The Member-Directed Plan (MD) is 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 MD Plan, members accumulate retirement assets equal to the value of the member and (vested) employer contributions plus any investment earnings. The Combined Plan (CO) is a cost-sharing, multiple-employer defined benefit pension plan. Under the CO Plan, OPERS invests employer contributions to provide a formula retirement benefit similar in nature to, but less than, the TP Plan benefit. Member contributions, the investment of which is self-directed by the members, accumulate retirement assets in a manner similar to the MD Plan.

OPERS provides retirement, disability, survivor and death benefits and annual cost-of-living adjustments to members of the TP Plan and CO Plan. Members of the MD Plan do not qualify for ancillary benefits. Authority to establish and amend benefits is provided in Chapter 145 of the Ohio Revised Code. OPERS issues a stand-alone financial report that may be obtained by writing to OPERS, 277 East Town Street, Columbus, OH 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 2010, 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 TP Plan. The 2010 member contribution rates were 10.0% of covered payroll for members in state and local classifications. Public safety and law enforcement members contributed 10.5% and 11.1%, respectively. The 2010 employer contribution rate for state and local employers was 14.00% of covered payroll. The law enforcement and public safety division employer contribution rate was 17.87% of covered payroll. Total required employer contributions for all plans are equal to 100% of employer charges and should be extracted from the employer's records. The Township's required contributions for pension obligations to the TP Plan and CO Plan for the years ended December 31, 2010, 2009, and 2008, were \$872,985, \$857,928, and \$818,725, respectively, which were equal to the required contributions for each year.

**Sylvania Township  
Lucas County, Ohio  
Notes to the Basic Financial Statements, Continued  
For the Year Ended December 31, 2010**

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**NOTE 7 – DEFINED BENEFIT PENSION PLAN (Continued)**

**Ohio Police and Fire Pension Fund**

The Township contributes to the Ohio Police and Fire Pension Fund (OP&F), a cost-sharing multiple-employer defined benefit pension plan. OP&F provides retirement and disability pension 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 the Ohio Police and Fire Pension Fund, 140 East Town Street, Columbus, Ohio 43215-5164.

Plan members are required to contribute 10.0% of their annual covered salary, while employers are required to contribute 24.0% for firefighters. Contributions are established by State statute. For 2010, a portion of the Township's contribution equal to 6.75% of covered payroll was allocated to fund the postemployment healthcare plan. The Township's contributions for pension obligations to the OP&F Fund for firefighters for the years ending December 31, 2010, 2009, and 2008, were \$900,677, \$865,213, and \$849,446, respectively, which were equal to the required contributions for each year.

**NOTE 8 – POSTEMPLOYMENT BENEFITS**

**Ohio Public Employees Retirement System**

Plan Description – OPERS administers three separate pension plans: the Traditional Pension Plan – a cost-sharing, multiple-employer defined benefit pension plan; the Member-Directed Plan – a defined contribution plan; and the Combined Plan – a cost sharing, multiple-employer defined benefit pension plan that has elements of both a defined benefit and defined contribution plan.

OPERS maintains a cost-sharing, multiple-employer defined benefit postemployment 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 postemployment healthcare coverage.

In order to qualify for postemployment healthcare coverage, age-and-service retirees under the Traditional Pension and Combined Plans must have ten or more years of qualifying Ohio service credit. Healthcare coverage for disability benefit recipients and qualified survivor benefit recipients is available. The healthcare coverage provided by OPERS is considered an Other Postemployment Benefit (OPEB) as described in GASB Statement No. 45.

**Sylvania Township  
Lucas County, Ohio  
Notes to the Basic Financial Statements, Continued  
For the Year Ended December 31, 2010**

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**NOTE 8 – POSTEMPLOYMENT BENEFITS (Continued)**

**Ohio Public Employees Retirement System (Continued)**

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.

OPERS issues a stand-alone financial report. Interested parties may obtain a copy by writing to OPERS, 277 East Town Street, Columbus, Ohio 43215-4642 or by calling (614) 222-5601 or (800) 222 – 7377.

Funding Policy – The Ohio Revised Code provides the statutory authority requiring public employers to fund postretirement healthcare coverage through their contributions to OPERS. A portion of each employer’s contribution to OPERS is set aside for the funding of postretirement healthcare benefits. Employer contribution rates are expressed as a percentage of the covered payroll of active members. In 2010, local government employers contributed at a rate of 14.0% of covered payroll and public safety and law enforcement employers contributed at 17.87%. The Ohio Revised Code currently limits the employer contribution to a rate not to exceed 14.0% of covered payroll for local government employers and 18.1% of covered payroll for law and public safety local government employers. Active members do not make contributions to the OPEB Plan.

The OPERS Postemployment Health Care plan was established under, and is administered in accordance with, Internal Revenue Code 401(h). Each year, the OPERS Board of Trustees determines the portion of the employer contribution rate that will be set aside for funding of postemployment healthcare benefits. The portion of employer contributions allocated to healthcare for members in the Tradition Plan was 5.5% from January 1 through February 28, 2010, and 5.0% from March 1 through December 31, 2010. The portion of employer contributions allocated to healthcare for members in the Combined Plan was 4.73% from January 1 through February 28, 2010, and 4.23% from March 1 through December 31, 2010. The OPERS Board of Trustees is also authorized to establish rules for the payment of a portion of healthcare benefits provided, by the retiree or their surviving beneficiaries. Payment amounts vary depending on the number of covered dependents and the coverage selected.

The Township’s contributions allocated to fund postemployment healthcare benefits for the years ended December 31, 2010, 2009, and 2008, were \$275,316, \$357,729, and \$360,554, respectively, which were equal to the required contributions each year.

The Health Care Preservation Plan (HCPP) adopted by the OPERS Board of Trustees on September 9, 2004, was effective January 1, 2007. Member and employer contribution rates increased as of January 1, 2006, January 1, 2007, and January 1, 2008, which allowed additional funds to be allocated to the healthcare plan.

**Sylvania Township  
Lucas County, Ohio  
Notes to the Basic Financial Statements, Continued  
For the Year Ended December 31, 2010**

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**NOTE 8 – POSTEMPLOYMENT BENEFITS (Continued)**

**Ohio Police and Fire Pension Fund**

The Township contributes to the Ohio Police and Fire Pension Fund (OP&F) sponsored healthcare program, a cost-sharing multiple-employer defined postemployment healthcare 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 postretirement healthcare coverage for 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 healthcare coverage provided by OP&F meets the definition of an Other Post Employment Benefit (OPEB) as described in GASB Statement 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 healthcare coverage to eligible participants and to establish and amend benefits is 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 43215-5146.

Funding Policy – 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 as percentages of the payroll of active pension plan members, currently, 24.00% of covered payroll for fire employees. The Ohio Revised Code states that the employer contribution may not exceed 24.00% of covered payroll for fire employer units. Active members do not make contributions to the OPEB Plan.

OP&F maintains funds for healthcare in two separate accounts. One for healthcare benefits under an IRS Code Section 115 trust and one for Medicare Part B reimbursements administered 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.

**Sylvania Township  
Lucas County, Ohio  
Notes to the Basic Financial Statements, Continued  
For the Year Ended December 31, 2010**

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**NOTE 8 – POSTEMPLOYMENT BENEFITS (Continued)**

**Ohio Police and Fire Pension Fund (Continued)**

The Board of Trustees is authorized to allocate a portion of the total employer contributions made to the pension plan to the Section 115 trust and the Section 401(h) account as the employer contribution for retiree healthcare benefits. For the year ended December 31, 2010, the employer contribution allocated to the healthcare plan was 6.75% of covered payroll. The amount of employer contributions allocated to the healthcare plan each year is subject to the Trustees' primary responsibility to ensure that pension benefits are adequately funded and also is limited by the provisions of Sections 115 and 401(h). The OP&F Board of Trustees is also authorized to establish requirements for contributions to the healthcare 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 Township's contributions for healthcare to the OP&F for firefighters for the years ending December 31, 2010, 2009, and 2008, were \$253,315, \$221,009, and \$238,694, respectively, which were equal to the required contributions for the year.

**NOTE 9 – DEBT**

The Township's long-term debt activity for the year ended December 31, 2010 was as follows:

	Balance December 31, <u>2009</u>	<u>Additions</u>	<u>Deletions</u>	Balance December 31, <u>2010</u>	Amount Due Within <u>One Year</u>
<b>Governmental Activities:</b>					
General Obligation Bonds	\$ 835,000	\$ 0	\$ 50,000	\$ 785,000	\$ 50,000
OPWC Loan - Central / McCord	300,000	0	60,000	240,000	60,000
OPWC Loan - Corey Road	109,295	0	12,144	97,151	12,144
OPWC Loan - Westchester Woods	275,446	0	30,605	244,841	30,605
OPWC Loan - Mitchaw Road	132,559	0	13,954	118,605	13,954
Short Term Perm Improvement Note	7,900,000	0	7,900,000	0	0
Fire Fund General Obligation Bonds	<u>0</u>	<u>8,500,000</u>	<u>0</u>	<u>8,500,000</u>	<u>320,000</u>
Totals	<u>\$9,552,300</u>	<u>\$8,500,000</u>	<u>\$8,066,703</u>	<u>\$9,985,597</u>	<u>\$486,703</u>

**Sylvania Township  
Lucas County, Ohio  
Notes to the Basic Financial Statements, Continued  
For the Year Ended December 31, 2010**

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**NOTE 9 – DEBT (Continued)**

During 2002, the Township issued general obligation bonds in the amount of \$1,135,000. These bonds were issued to finance the Township's portion of the construction of the Sylvania Senior Center. The bonds were issued for twenty years and mature December 1, 2022, carry a variable interest rate between 3.00% and 5.05%, and are collateralized solely by the Township's taxing authority.

During 2004, the Township entered into a loan agreement with the Ohio Public Works Commission in the amount of \$600,000 for the construction of Central Avenue from McCord to I-475. This agreement is for ten years, has a zero percent interest rate, and matures January 1, 2015.

During 2008, the Township entered into a loan agreement with the Ohio Public Works Commission in the amount of \$121,439 for the resurfacing of Corey Road from 0.04 miles west of Whiteford to 0.06 miles south of Monroe Street and the replacement of Culvert No. 176. This agreement is for ten years, has a zero percent interest rate, and matures January 1, 2019.

During 2008, the Township entered into a loan agreement with the Ohio Public Works Commission in the amount of \$306,051 for pavement improvement in the Westchester Woods Subdivision. This agreement is for ten years, has a zero percent interest rate, and matures January 1, 2019.

During 2009, the Township entered into a loan agreement with the Ohio Public Works Commission in the amount of \$139,535 for road improvements to Mitchaw Road. This agreement is for ten years, has a zero percent interest rate, and matures July 1, 2019.

During 2009, the Township issued a short term note in the amount of \$7,900,000 for the construction of three new fire stations and the renovations of the existing No. 4 fire station as well as the purchase of three new pumpers and a ladder truck. This short term note was due March 26, 2010 and had an interest rate of 1.25%. This short term note was paid off in 2010 for \$7,998,750 including interest with the issuance of \$8,500,000 in fire fund general obligation bonds.

During 2010, the Township issued \$8,500,000 in Fire Fund general obligation bonds. The bonds were issued to pay off the \$7,900,000 short term note plus interest with the remaining balance to be used to complete the construction of fire station No. 1. The bonds were issued for twenty years and mature December 1, 2030, carry a variable interest rate between 2.5% and 4.1%, and are collateralized solely by the Township's taxing authority.

**Sylvania Township  
Lucas County, Ohio  
Notes to the Basic Financial Statements, Continued  
For the Year Ended December 31, 2010**

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**NOTE 9 – DEBT (Continued)**

The following is a summary of the Township’s future annual debt service requirements including principal and interest as of December 31, 2010:

<u>Year</u>	<u>General</u>		<u>OPWC Loans</u>		<u>Total</u>	
	<u>Obligation Bonds</u>					
	<u>Principal</u>	<u>Interest</u>	<u>Principal</u>	<u>Interest</u>	<u>Principal</u>	<u>Interest</u>
2011	\$ 370,000	\$ 320,530	\$116,703	\$0	\$ 486,703	\$ 320,530
2012	380,000	310,330	116,703	0	496,703	310,330
2013	390,000	302,785	116,703	0	506,703	302,785
2014	400,000	288,962	116,702	0	516,702	288,962
2015	410,000	277,733	56,702	0	466,702	277,733
2016-2020	2,255,000	1,201,950	177,084	0	2,432,084	1,201,950
2021-2025	2,395,000	802,265	0	0	2,395,000	802,265
2026-2030	<u>2,685,000</u>	<u>333,710</u>	<u>0</u>	<u>0</u>	<u>2,685,000</u>	<u>333,710</u>
Totals	<u>\$9,285,000</u>	<u>\$3,838,265</u>	<u>\$700,597</u>	<u>\$0</u>	<u>\$9,985,597</u>	<u>\$3,838,265</u>

The Ohio Revised Code provides that net general obligation debt of the Township, exclusive of certain exempt debt, issued without a vote of the electors shall never exceed 5.5% of the tax valuation of the Township. The Revised Code further provides that total voted and unvoted net debt of the Township less the same exempt debt shall never exceed amount equal to 10.5% of its tax valuation. The effects of the debt limitations at December 31, 2010, were an overall debt margin of \$140,924,598 and an unvoted debt margin of \$73,817,647.

To assist private sector entities in acquiring and constructing improvements deemed to be in the public interest, the Township has issued Tax Incentive Financing (TIF) Agreements. In March 2003, the Township Trustees passed Resolution 03-001-0040 approving the Sylvan King Tax Increment Financing (TIF) Note. Note payments are secured by a lien against TIF payments when issued by the State of Ohio and terminate on September 1, 2018. The Note financed infrastructure improvements including the widening of Sylvania Avenue and King Road and installing sanitary sewer and water lines under Sylvania Avenue, constructing and installing sanitary sewer lines in a new road connecting Sylvania Avenue and King Road, and installing traffic signals and traffic signal improvements of Sylvania Avenue and King Road. The Township is not obligated in any manner for paying the Note, which is not reflected in the debt schedule.

**Sylvania Township  
Lucas County, Ohio  
Notes to the Basic Financial Statements, Continued  
For the Year Ended December 31, 2010**

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**NOTE 10 – INTERFUND TRANSFERS**

During 2010 the following transfers were made:

Transfers from the General Fund to:	
Major Governmental Funds	\$1,001,255
Other Governmental Funds	<u>134,690</u>
Total Transfers from the General Fund	<u>\$1,135,945</u>

Transfers represent the allocation of unrestricted receipts collected in the General Fund to finance various programs accounted for in other funds in accordance with budgetary authorizations.

In addition, the Police Fund and Fire Fund transferred money into the Capital Equipment Fund in the amount of \$100,000 and \$150,000, respectively, for the purchase of equipment and vehicles. The Police Fund and Fire Fund transferred \$50,000 and \$422,165, respectively, into the Permanent Improvement Fund for the construction of permanent improvements. The Police Fund transferred \$548 to the Law Enforcement Fund and the Fire Fund transferred \$8,193,716 to the Bond Retirement Fund to pay debt service payments as they became due.

**NOTE 11 – CONTINGENT LIABILITIES**

Amounts grantor agencies pay to the Township are subject to audit and adjustment by the grantor. Any disallowed costs may require refunding to the grantor. Amounts which may be disallowed, if any, are not presently determinable. However, based on prior experience, management believes such refunds, if any, would not be material.

**NOTE 12 – JOINT VENTURE**

Sylvania Senior Citizens Center (Senior Center) – The Township is a participant with the City of Sylvania in a joint venture to enhance the programs and services available to senior citizen residents in the City and the Township. The City and the Township agreed to jointly pay to construct a community center under the authority of Ohio Revised Code Section 173.11. The original agreement required the Township to bear 60% of the construction costs and the City of Sylvania to bear 40% of the construction costs, resulting in a 60/40 split in equity interest between the two. The community center is managed by Sylvania Community Services Center, Inc. (SCS), and Ohio nonprofit corporation.

**Sylvania Township  
Lucas County, Ohio  
Notes to the Basic Financial Statements, Continued  
For the Year Ended December 31, 2010**

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**NOTE 12 – JOINT VENTURE (Continued)**

In 2002, the Township issued \$1,135,000 in general obligation bonds to fund the Township's 60% of the construction costs for the community center (Note 9). Funding for operating costs of the community center is provided by a 5-year .32 mills voter-approved tax levy on all real property located within the Township. Taxes are collected by the Lucas County Auditor for the levy and are remitted to the Township. The Township then remits the funds to the Senior Center. The Senior Center's financial statements have not been included within the Township's reporting entity.

**NOTE 13 – JOINTLY GOVERNED ORGANIZATION**

The Township in conjunction with the City of Sylvania and the Sylvania City School District formed the Sylvania Area Joint Recreation District (the "SAJRD") under the authority of Ohio Revised Code Section 755.14 (C). The SAJRD Board of Trustees is composed of twelve members, four of whom are appointed by each of the three separate governmental entities identified above. SAJRD has two supporting levies. A .85 mills permanent operating levy was passed in 1988 and replaced in 2000. In addition, a .5 mill, 25 year capital improvement levy was passed in 1994. Millage on this levy has been reduced over time to .3 mills. Taxes are collected by the Lucas County Auditor and remitted to the SAJRD Board of Trustees. SAJRD is fiscally independent of the Township and the SAJRD's financial statements have not been included within the Township's reporting entity.

**NOTE 14 – EMPLOYEE MEDICAL, DENTAL, AND VISION INSURANCE**

Employee health benefits are provided through the OME-RESA Health Benefits Insurance Consortium. The OME-RESA Health Benefits Insurance Consortium is a claims servicing self-insurance pool organized under Ohio Revised Code Chapter 167 for the purpose of establishing and carrying out a cooperative program to administer medical, prescription, vision and dental benefits for employees of the participating entities and their eligible dependents. The Consortium contracts with third party administrators to process and pay health claims, dental claims and vision claims incurred by its members. The Consortium also purchases stop loss coverage for claims in excess of a set amount for individual claims and in the pool's aggregate.

**Sylvania Township  
Lucas County, Ohio  
Notes to the Basic Financial Statements, Continued  
For the Year Ended December 31, 2010**

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**NOTE 14 – EMPLOYEE MEDICAL, DENTAL, AND VISION INSURANCE (Continued)**

Each member of the Consortium is obligated to pay a fee based on an estimate of the member's share of the Consortium costs for the fiscal year. Included in this estimate are claims by eligible employees which are payable by each member, the member's share of the medical, prescription, vision and dental insurance premiums, and their proportionate share of the administrative costs of the Consortium. The actual balance of each member's account is determined on a monthly basis. Each member is required to meet or exceed the claims that have been incurred but not reported (IBNR) and to maintain adequate reserves or current funding to meet or exceed their claims fluctuation reserve requirements. If a member is in a deficit position, the participating member has two fiscal years to make up a negative reserve amount or an insufficient IBNR and three fiscal years to make up insufficient claims fluctuation reserves.

Members may withdraw from the Consortium with as much notice as is possible for the termination, allowing the Consortium time to determine any withdrawal balance owed to or by the departing employer. Any outstanding reserve balances are held by the Consortium for a maximum period of six months to satisfy the payment of claims incurred before termination. The terminating member has the option to pay all of claims incurred prior to the termination of membership so that any reserves could be released sooner. Employers found to be in a deficit position wishing to leave the Consortium will be required to repay the deficit in full within ninety days of the effective withdrawal date. Additionally, such terminating member will be required to pay any claims incurred prior to termination notification.

Activity in the Township's OME-RESA Health Benefits Insurance Consortium account during 2010 was as follows:

<u>Fiscal Year</u>	<u>Beginning Balance</u>	<u>Current Year Premiums</u>	<u>Current Year Payments</u>	<u>Ending Balance</u>
2010	(\$122,983)	\$1,884,933	(\$2,054,049)	(\$292,099)

Effective January 1, 2011, the Township became self-insured for dental benefits.

**Sylvania Township  
Lucas County, Ohio  
Notes to the Basic Financial Statements, Continued  
For the Year Ended December 31, 2010**

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**NOTE 15 – PRIOR PERIOD RESTATEMENT**

The following restatement is necessary to record prior period activity in the appropriate funds. The net effect on the total governmental funds was \$-0-.

	<u>General</u>	<u>Road and Bridge</u>	<u>Police</u>	<u>Fire</u>	<u>Other Gov't Funds</u>
Fund Balances at December 31, 2009	\$5,856,497	\$1,394,765	\$3,546,058	\$1,541,560	\$1,265,302
Adjustments	( 28,354)	( 40,753)	( 159,584)	( 127,346)	356,037
Restated Fund Balances at January 1, 2010	<u>\$5,828,143</u>	<u>\$1,354,012</u>	<u>\$3,386,474</u>	<u>\$1,414,214</u>	<u>\$1,621,339</u>



**weber · obrien Ltd.**

**INDEPENDENT AUDITORS' REPORT ON INTERNAL CONTROL OVER  
FINANCIAL REPORTING AND ON COMPLIANCE AND OTHER MATTERS  
BASED ON AN AUDIT OF FINANCIAL STATEMENTS PERFORMED IN  
ACCORDANCE WITH GOVERNMENT AUDITING STANDARDS**

Board of Trustees  
Sylvania Township  
Lucas County, Ohio  
4927 Holland-Sylvania Road  
Sylvania, Ohio 43560

We have audited the financial statements of the governmental activities, each major fund and the aggregate remaining fund information of Sylvania Township (the "Township") as of and for the year ended December 31, 2010, which collectively comprise the Township's basic financial statements and have issued our report thereon dated December 5, 2012. We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States.

Internal Control Over Financial Reporting

Management of Sylvania Township is responsible for establishing and maintaining effective internal control over financial reporting. In planning and performing our audit, we considered the Township's internal control over financial reporting as a basis for designing our auditing procedures for the purpose of expressing our opinions on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the Township's internal control over financial reporting. Accordingly, we do not express an opinion on the effectiveness of the Township'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, in the normal course of performing their assigned functions, to prevent, or detect and correct misstatements on a timely basis. A *material weakness* is a deficiency, or a combination of deficiencies, in internal control such that there is a reasonable possibility that a material misstatement of the entity's financial statements will not be prevented, or detected and corrected on a timely basis.

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. However, we identified a certain deficiency in internal control over financial reporting, described in the accompanying schedule of findings as finding 2010-01 that we consider to be a material weakness in internal control over financial reporting.

### Compliance and Other Matters

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

We noted certain matters not requiring inclusion in this report that we reported to management of the Township in a separate letter dated December 5, 2012.

Sylvania Township's response to the finding identified in our audit is described in the accompanying schedule of findings. We did not audit the Township's response and, accordingly, we express no opinion on it.

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



December 5, 2012

Sylvania Township  
Lucas County, Ohio  
Schedule of Findings  
For the Year Ended December 31, 2010

**Finding 2010-01**

Material Weakness – Financial Statements

The Township's internally prepared cash basis financial statements presented for audit contained errors which required adjustment to the Township's financial statements. These errors included misclassification of restricted net assets on the Statement of Net Assets, failure to identify and present all major funds, budgetary statements which did not agree to the underlying budgetary documents and did not reconcile to the related fund financial statements, misclassification of receipts as program or general, and failure to combine the internal service fund with governmental activities on the Statement of Activities as required by GASB 34. Certain disclosures to the financial statements were also omitted or were incorrect.

The accuracy of the Township's financial statements is the responsibility of Township management. Failure of Township management to review the financial statements and related disclosures for accuracy could allow errors in the financial statements to go undetected.

We recommend the financial statements prepared by Township financial staff be reviewed by an appropriate member of management prior to submission to the auditors. We also recommend that the Township's financial staff receive adequate training on the proper preparation of cash basis financial statements which follow GASB 34 presentation requirements.

**Management's Response:**

The financial statements and footnotes will be more closely monitored and reviewed by management. The Township's financial staff will be provided the necessary training in order to prepare the financial statements in accordance with GASB 34 presentation requirements.