

**CITY OF SYLVANIA, OHIO**

Basic Financial Statements

Year Ended December 31, 2019

With Independent Auditors' Report





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City of Sylvania  
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We have reviewed the *Independent Auditors' Report* of the City of Sylvania, Lucas County, prepared by Clark, Schaefer, Hackett & Co., for the audit period January 1, 2019 through December 31, 2019. Based upon this review, we have accepted these reports in lieu of the audit required by Section 117.11, Revised Code. The Auditor of State did not audit the accompanying financial statements and, accordingly, we are unable to express, and do not express an opinion on them.

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

Keith Faber  
Auditor of State  
Columbus, Ohio

July 23, 2020

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## **INDEPENDENT AUDITORS' REPORT**

To the City Council  
City of Sylvania, Ohio:

### ***Report on the Financial Statements***

We have audited the accompanying financial statements of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information of the City of Sylvania, Ohio ("the City"), as of and for the year ended December 31, 2019, and the related notes to the financial statements, which collectively comprise the City's basic financial statements as listed in the table of contents.

### ***Management's Responsibility for the Financial Statements***

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

### ***Auditors' Responsibility***

Our responsibility is to express opinions on these financial statements based on our audit. We conducted our audit in accordance with auditing standards general 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 from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditors' judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinions.

## **Summary of Opinions**

<u>Opinion Unit</u>	<u>Type of Opinion</u>
Governmental Activities	Unmodified
Business-Type Activities	Unmodified
General Fund	Qualified
City Services Fund	Unmodified
G.O. Debt Service Fund	Unmodified
Capital Improvement Fund	Qualified
Water Fund	Unmodified
Sewer Fund	Unmodified
Resource Recovery Fund	Unmodified
Aggregate Remaining Fund Information	Unmodified

### ***Basis for Qualified Opinions on General Fund and Capital Improvement Fund***

Findings for adjustment were issued by the Auditor of State of Ohio in the audits of the 2013 and 2014 financial statements to eliminate improper transfers made by the City from the Capital Improvement Fund to the General Fund in the amount of \$7,411,132. However, these adjustments were not made by the City at that time. The City has repaid \$700,000 to the Capital Improvement Fund from the General Fund. As a result, the beginning and ending fund balances reported in the accompanying financial statements for the General Fund are overstated by \$6,711,132 and understated in the Capital Improvement Fund by \$6,711,132, respectively. Had these adjustments been fully made, the effect would have been a decrease in the General Fund's ending fund balance of \$6,711,132 and an increase in the Capital Improvement Fund's ending fund balance of \$6,711,132. This also would have resulted in a decrease of \$6,711,132 in the fund balance of the General Fund in the budgetary comparison.

### ***Qualified Opinions***

In our opinion, except for the effects of the matter described in the "Basis for Qualified Opinions on General Fund and Capital Improvement Fund" paragraph, the financial statements referred to above present fairly, in all material respects, the respective financial position of the General Fund and Capital Improvement Fund of the City as of December 31, 2019, and the respective changes in financial position thereof and the budgetary comparison for the General Fund for the year then ended in accordance with accounting principles generally accepted in the United States of America.

### ***Unmodified Opinions***

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities, the business-type activities, each major fund other than the General Fund and Capital Improvement Fund, and the aggregate remaining fund information of the City as of December 31, 2019, and the respective changes in financial position and, where applicable, cash flows thereof and the budgetary comparison for the City Services Fund for the year then ended in accordance with accounting principles generally accepted in the United States of America.



### ***Subsequent Event Footnote***

As discussed in Note 19 to the financial statements, the financial impact of COVID-19 and the ensuing emergency measures will impact subsequent periods of the City. Our opinion is not modified with respect to this matter.

### ***Change in Accounting Principle***

During the year ended December 31, 2019, the City adopted Governmental Accounting Standards Board (GASB) Statement No. 83, *Certain Asset Retirement Obligations*, GASB Statement No. 84, *Fiduciary Activities*, GASB Statement No. 88, *Certain Disclosures Related to Debt, including Direct Borrowings and Direct Placements*, and GASB Statement No. 90, *Majority Equity Interests – an amendment of GASB Statements No. 14 and No. 61* (see Note 2). Our opinion is not modified with respect to this matter.

### ***Other Matters***

#### ***Required Supplementary Information***

Accounting principles generally accepted in the United States of America require that the management's discussion and analysis and schedules of net pension and OPEB liabilities and pension and OPEB contributions listed in the table of contents 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 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.

#### ***Other Reporting Required by Government Auditing Standards***

In accordance with *Government Auditing Standards*, we have also issued our report dated June 30, 2020 on our consideration of City'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 solely 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 the effectiveness of the City's internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering City's internal control over financial reporting and compliance.

*Clark, Schaefer, Hackett & Co.*

Toledo, Ohio  
June 30, 2020

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## **CITY OF SYLVANIA, OHIO**

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***Management's Discussion and Analysis  
For the Year Ended December 31, 2019***

***Unaudited***

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The discussion and analysis of the City of Sylvania's financial performance provides an overall review of the City's financial activities for the fiscal year ended December 31, 2019. The intent of this discussion and analysis is to look at the City's financial performance as a whole; readers should also review the notes to the basic financial statements and financial statements to enhance their understanding of the City's financial performance.

### **FINANCIAL HIGHLIGHTS**

Key financial highlights for 2019 are as follows:

- ❑ In total, net position increased \$4,609,293. Net position of governmental activities increased \$4,501,256 from 2018. Net position of business-type activities increased \$108,037 from 2018.
- ❑ General revenues accounted for \$15.9 million in revenue or 53% of all revenues. Program specific revenues in the form of charges for services and grants and contributions accounted for 47% of total revenues of \$29.8 million.
- ❑ The City had \$16.6 million in expenses related to governmental activities; only \$5.5 million of these expenses were offset by program specific charges for services, grants or contributions. General revenues (primarily taxes) of \$15.8 million provided for these programs.
- ❑ Among major funds, the General Fund had \$15.2 million in revenues. The General Fund had \$14.1 million in expenditures and other uses including \$1.8 million in transfers out to other funds. The General Fund's fund balance increased \$0.9 million to \$6.4 million.
- ❑ Net position for enterprise funds increased by \$101,986. This increase resulted primarily from a decrease in contractual services.

### **OVERVIEW OF THE FINANCIAL STATEMENTS**

This annual report consists of three parts – *management's discussion and analysis*, the *basic financial statements* and *required supplementary information*. The basic financial statements include two kinds of statements that present different views of the City:

These statements are as follows:

1. *The Government-Wide Financial Statements* – These statements provide both long-term and short-term information about the City's overall financial status.
2. *The Fund Financial Statements* – These statements focus on individual parts of the City, reporting the City's operations in more detail than the government-wide statements.

The financial statements also include notes that explain some of the information in the financial statements and provide more detailed data.

## **CITY OF SYLVANIA, OHIO**

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***Management's Discussion and Analysis  
For the Year Ended December 31, 2019***

***Unaudited***

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### **Government-Wide Statements**

The government-wide statements report information about the City as a whole using accepted methods similar to those used by private-sector companies. The statement of net position includes all of the government's assets, deferred outflows of resources, liabilities and deferred inflows of resources. All of the current year's revenues and expenses are accounted for in the statement of activities regardless of when cash is received or paid.

The two government-wide statements report the City's net position and how they have changed. Net position (the difference between the City's assets plus deferred outflows of resources and liabilities plus deferred inflows of resources) is one way to measure the City's financial health or position.

- Over time, increases or decreases in the City's net position are an indicator of whether its financial health is improving or deteriorating, respectively.
- To assess the overall health of the City you need to consider additional nonfinancial factors such as property tax base, current property tax laws, conditions of the City's streets and continued growth within the City.

The government-wide financial statements of the City are divided into two categories:

- *Governmental Activities* – Most of the City's programs and services are reported here including security of persons and property, public health and welfare services, leisure time activities, community environment, transportation and general government.
- *Business-Type Activities* – These services are provided on a charge for goods or services basis to recover all of the expenses of the goods or services provided. The City's water, sewer and resource recovery services are reported as business-type activities.

# *CITY OF SYLVANIA, OHIO*

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*Management's Discussion and Analysis  
For the Year Ended December 31, 2019*

*Unaudited*

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## **Fund Financial Statements**

The fund financial statements provide more detailed information about the City's most significant funds, not the City as a whole. Funds are accounting devices that the City uses to keep track of specific sources of funding and spending for particular purposes.

Governmental Funds – Most of the City's activities are reported in governmental funds, which focus on how money flows into and out of those funds and the balances left at year-end available for spending in future periods. These funds are reported using an accounting method called modified accrual accounting, which measures cash and all other financial assets that can readily be converted to cash. The governmental fund statements provide a detailed short-term view of the City's general government operations and the basic services it provides. Governmental fund information helps you determine whether there are more or fewer financial resources that can be spent in the near future to finance City activities. The relationship (or differences) between governmental activities (reported in the Statement of Net Position and the Statement of Activities) and governmental funds is reconciled in the financial statements.

## CITY OF SYLVANIA, OHIO

### Management's Discussion and Analysis For the Year Ended December 31, 2019

*Unaudited*

Proprietary Funds – Proprietary funds use the same basis of accounting as business-type activities; therefore, these statements will essentially match.

Fiduciary Funds – Fiduciary funds are used to account for resources held for the benefit of parties outside the government. Fiduciary funds are *not* reflected in the government-wide financial statement because the resources of those funds are *not* available to support the City's programs. All of the City's fiduciary activities are reported in separate Statements of Fiduciary Assets and Liabilities.

### FINANCIAL ANALYSIS OF THE CITY AS A WHOLE

The following table provided a comparison of the City's net position between December 31, 2019 and 2018:

	Governmental Activities		Business-type Activities		Total	
	2019	2018	2019	2018	2019	2018
Current and other assets	\$28,701,874	\$26,913,857	\$7,369,604	\$6,214,565	\$36,071,478	\$33,128,422
Capital assets, Net	37,800,295	39,105,427	16,490,890	17,177,876	54,291,185	56,283,303
Total assets	<u>66,502,169</u>	<u>66,019,284</u>	<u>23,860,494</u>	<u>23,392,441</u>	<u>90,362,663</u>	<u>89,411,725</u>
Deferred outflows of resources	<u>6,619,481</u>	<u>4,407,907</u>	<u>864,621</u>	<u>520,735</u>	<u>7,484,102</u>	<u>4,928,642</u>
Net pension liability	17,603,396	12,446,714	2,409,920	1,398,128	20,013,316	13,844,842
Net OPEB liability	5,191,825	10,244,763	1,159,386	961,987	6,351,211	11,206,750
Other long-term liabilities	14,564,286	16,135,724	2,303,004	2,561,815	16,867,290	18,697,539
Other liabilities	1,076,600	976,125	438,053	383,452	1,514,653	1,359,577
Total liabilities	<u>38,436,107</u>	<u>39,803,326</u>	<u>6,310,363</u>	<u>5,305,382</u>	<u>44,746,470</u>	<u>45,108,708</u>
Deferred inflows of resources	<u>3,633,120</u>	<u>4,072,698</u>	<u>104,956</u>	<u>406,035</u>	<u>3,738,076</u>	<u>4,478,733</u>
Net position:						
Net investment in capital assets	24,711,905	24,489,082	14,520,175	14,924,736	39,232,080	39,413,818
Restricted	3,580,392	2,936,234	0	0	3,580,392	2,936,234
Unrestricted (deficit)	<u>2,760,126</u>	<u>(874,149)</u>	<u>3,789,621</u>	<u>3,277,023</u>	<u>6,549,747</u>	<u>2,402,874</u>
Total net position	<u>\$31,052,423</u>	<u>\$26,551,167</u>	<u>\$18,309,796</u>	<u>\$18,201,759</u>	<u>\$49,362,219</u>	<u>\$44,752,926</u>

The net pension liability (NPL) is reported by the City pursuant to GASB Statement 68, "Accounting and Financial Reporting for Pensions—an Amendment of GASB Statement 27." For fiscal year 2018, the City adopted GASB Statement 75, "Accounting and Financial Reporting for Postemployment Benefits Other Than Pensions," which significantly revises accounting for costs and liabilities related to other postemployment benefits (OPEB). For reasons discussed below, many end users of this financial statement will gain a clearer understanding of the City's actual financial condition by adding deferred inflows related to pension and OPEB, the net pension liability and the net OPEB liability to the reported net position and subtracting deferred outflows related to pension and OPEB.

Governmental Accounting Standards Board standards are national and apply to all government financial reports prepared in accordance with generally accepted accounting principles. Prior accounting for pensions (GASB 27) and postemployment benefits (GASB 45) focused on a funding approach. This approach limited pension and OPEB costs to contributions annually required by law, which may or may not be sufficient to fully fund each plan's *net pension liability* or *net OPEB liability*.

## **CITY OF SYLVANIA, OHIO**

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***Management's Discussion and Analysis  
For the Year Ended December 31, 2019***

***Unaudited***

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GASB 68 and GASB 75 take an earnings approach to pension and OPEB accounting; however, the nature of Ohio's statewide pension/OPEB plans and state law governing those systems requires additional explanation in order to properly understand the information presented in these statements.

GASB 68 and GASB 75 require the net pension liability and the net OPEB liability to equal the City's proportionate share of each plan's collective:

1. Present value of estimated future pension/OPEB benefits attributable to active and inactive employees' past service
2. Minus plan assets available to pay these benefits

GASB notes that pension and OPEB obligations, whether funded or unfunded, are part of the "employment exchange" – that is, the employee is trading his or her labor in exchange for wages, benefits, and the promise of a future pension and other postemployment benefits. GASB noted that the unfunded portion of this promise is a present obligation of the government, part of a bargained-for benefit to the employee, and should accordingly be reported by the government as a liability since they received the benefit of the exchange. However, the City is not responsible for certain key factors affecting the balance of these liabilities. In Ohio, the employee shares the obligation of funding pension benefits with the employer. Both employer and employee contribution rates are capped by State statute. A change in these caps requires action of both Houses of the General Assembly and approval of the Governor. Benefit provisions are also determined by State statute. The Ohio revised Code permits, but does not require the retirement systems to provide healthcare to eligible benefit recipients. The retirement systems may allocate a portion of the employer contributions to provide for these OPEB benefits.

The employee enters the employment exchange with the knowledge that the employer's promise is limited not by contract but by law. The employer enters the exchange also knowing that there is a specific, legal limit to its contribution to the retirement system. In Ohio, there is no legal means to enforce the unfunded liability of the pension/OPEB plan *as against the public employer*. State law operates to mitigate/lessen the moral obligation of the public employer to the employee, because all parties enter the employment exchange with notice as to the law. The retirement system is responsible for the administration of the pension and OPEB plans.

Most long-term liabilities have set repayment schedules or, in the case of compensated absences (i.e. sick and vacation leave), are satisfied through paid time-off or termination payments. There is no repayment schedule for the net pension liability or the net OPEB liability. As explained above, changes in benefits, contribution rates, and return on investments affect the balance of these liabilities, but are outside the control of the local government. In the event that contributions, investment returns, and other changes are insufficient to keep up with required payments, State statute does not assign/identify the responsible party for the unfunded portion. Due to the unique nature of how the net pension liability and the net OPEB liability are satisfied, these liabilities are separately identified within the long-term liability section of the statement of net position.

In accordance with GASB 68 and GASB 75, the City's statements prepared on an accrual basis of accounting include an annual pension expense and an annual OPEB expense for their proportionate share of each plan's *change* in net pension liability and net OPEB liability, respectively, not accounted for as deferred inflows/outflows.

## CITY OF SYLVANIA, OHIO

### Management's Discussion and Analysis For the Year Ended December 31, 2019

*Unaudited*

Changes in Net position – The following table shows the changes in net position for the fiscal year 2019 and 2018:

	Governmental Activities		Business-type Activities		Total	
	2019	2018	2019	2018	2019	2018
Revenues						
Program Revenues:						
Charges for Services and Sales	\$2,395,187	\$2,220,087	\$8,381,995	\$9,008,343	\$10,777,182	\$11,228,430
Operating Grants and Contributions	2,538,101	2,103,874	0	0	2,538,101	2,103,874
Capital Grants and Contributions	548,823	89,494	0	0	548,823	89,494
Total Program Revenues	<u>5,482,111</u>	<u>4,413,455</u>	<u>8,381,995</u>	<u>9,008,343</u>	<u>13,864,106</u>	<u>13,421,798</u>
General Revenues:						
Property Taxes	1,971,360	1,825,782	0	0	1,971,360	1,825,782
Income Taxes	11,558,260	10,704,634	0	0	11,558,260	10,704,634
Intergovernmental Grant, Unrestricted	1,273,541	2,395,465	0	0	1,273,541	2,395,465
Investment Earnings	577,485	230,558	168,076	37,560	745,561	268,118
Miscellaneous	373,657	360,334	0	0	373,657	360,334
Total General Revenues	<u>15,754,303</u>	<u>15,516,773</u>	<u>168,076</u>	<u>37,560</u>	<u>15,922,379</u>	<u>15,554,333</u>
Total Revenues	<u>21,236,414</u>	<u>19,930,228</u>	<u>8,550,071</u>	<u>9,045,903</u>	<u>29,786,485</u>	<u>28,976,131</u>
Program Expenses						
Security of Persons and Property	2,150,639	6,864,301	0	0	2,150,639	6,864,301
Public Health and Welfare Services	138,438	129,639	0	0	138,438	129,639
Leisure Time Activities	1,398,341	1,039,830	0	0	1,398,341	1,039,830
Community Environment	904,491	743,151	0	0	904,491	743,151
Basic Utility Services	1,499,786	1,244,951	0	0	1,499,786	1,244,951
Transportation	2,963,130	2,355,404	0	0	2,963,130	2,355,404
General Government	7,281,371	5,626,859	0	0	7,281,371	5,626,859
Interest and Fiscal Charges	226,530	284,902	0	0	226,530	284,902
Water	0	0	5,139,355	5,217,367	5,139,355	5,217,367
Sewer	0	0	3,235,503	2,654,554	3,235,503	2,654,554
Resource Recovery	0	0	239,608	201,600	239,608	201,600
Total Expenses	<u>16,562,726</u>	<u>18,289,037</u>	<u>8,614,466</u>	<u>8,073,521</u>	<u>25,177,192</u>	<u>26,362,558</u>
Change in Net Position before Transfers	4,673,688	1,641,191	(64,395)	972,382	4,609,293	2,613,573
Transfers	(172,432)	(173,845)	172,432	173,845	0	0
Total Change in Net Position	<u>4,501,256</u>	<u>1,467,346</u>	<u>108,037</u>	<u>1,146,227</u>	<u>4,609,293</u>	<u>2,613,573</u>
Beginning Net Position	<u>26,551,167</u>	<u>25,083,821</u>	<u>18,201,759</u>	<u>17,055,532</u>	<u>44,752,926</u>	<u>42,139,353</u>
Ending Net Position	<u>\$31,052,423</u>	<u>\$26,551,167</u>	<u>\$18,309,796</u>	<u>\$18,201,759</u>	<u>\$49,362,219</u>	<u>\$44,752,926</u>

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## CITY OF SYLVANIA, OHIO

**Management's Discussion and Analysis  
For the Year Ended December 31, 2019**

**Unaudited**

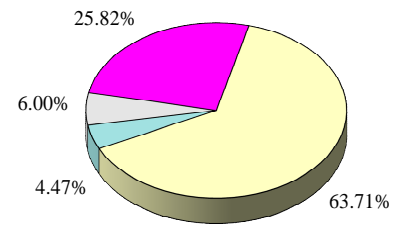
**Governmental Activities**

Net position of the City's governmental activities increased by \$4,501,256. Much of this increase can be attributed to the decrease in the Police and Fire Net OPEB liability from 2018 to 2019 and the decrease in security of persons and property expenses related to this. The City also received two grants for work on the River Trail.

The City also receives an income tax, which is based on 1.5% of all salaries, wages, commissions and other compensation earned from residents living within the City and from nonresidents for work done or services performed or rendered in the City.

Property taxes and income taxes made up 9% and 54%, respectively, of revenues for governmental activities for the City in fiscal year 2019. The City's reliance upon tax revenues is demonstrated by the following graph indicating 63.71% of total revenues from general tax revenues:

Revenue Sources	2019	Percent of Total
Intergovernmental, Unrestricted	\$1,273,541	6.00%
Program Revenues	5,482,111	25.82%
General Tax Revenues	13,529,620	63.71%
General Other	951,142	4.47%
Total Revenue	\$21,236,414	100.00%



**Business-Type Activities**

Net position of the business-type activities increased slightly by \$108,037. This increase resulted primarily from a decrease in contractual services from 2018 to 2019.

**FINANCIAL ANALYSIS OF THE CITY'S FUNDS**

The City's governmental funds reported a combined fund balance of \$21,701,312, which is an increase from last year's balance of \$20,338,289. The schedule below indicates the fund balance and the total change in fund balance by major fund as of December 31, 2019 and 2018:

	Fund Balance December 31, 2019	Fund Balance December 31, 2018	Increase (Decrease)
General	\$6,370,320	\$5,507,977	\$862,343
City Services	850,057	790,610	59,447
G.O. Debt Service	1,052,654	805,126	247,528
Capital Improvement	10,843,076	11,112,914	(269,838)
Other Governmental	2,585,205	2,121,662	463,543
Total	\$21,701,312	\$20,338,289	\$1,363,023

The General Fund balance increased \$862,343 from 2018 to 2019. This was due to a 7% increase in income tax revenue from 2018 to 2019 and a slight increase in charges for services for the year.

## CITY OF SYLVANIA, OHIO

**Management's Discussion and Analysis  
For the Year Ended December 31, 2019**

**Unaudited**

The increase in fund balance in the City Services Fund was mostly due to an increase in special assessment collections from 2018 to 2019.

The Debt Service fund balance increase was mostly related to a decrease in principal and interest payments from 2018 to 2019.

The decrease in fund balance in the Capital Improvement Fund can be attributed to the City paying off an outstanding OPWC Loan early in 2019.

General Fund – The City's General Fund balance increase is due to many factors. The tables that follow assist in illustrating the financial activities and balance of the General Fund:

	2019 Revenues	2018 Revenues	Increase (Decrease)
Taxes	\$11,531,932	\$10,733,723	\$798,209
Intergovernmental Revenue	882,038	805,223	76,815
Charges for Services	630,743	561,320	69,423
Licenses, Permits and Fees	379,982	368,273	11,709
Fines and Forfeitures	1,212,399	1,112,333	100,066
Investment Earnings	240,250	93,269	146,981
All Other Revenue	276,393	256,365	20,028
<b>Total</b>	<b>\$15,153,737</b>	<b>\$13,930,506</b>	<b>\$1,223,231</b>

General Fund revenues in 2019 increased compared to revenues in fiscal year 2018. The most significant factor contributing to this increase was an increase in income tax revenue during 2019.

	2019 Expenditures	2018 Expenditures	Increase (Decrease)
Security of Persons and Property	\$4,818,481	\$4,725,005	\$93,476
Public Health and Welfare Services	114,088	123,670	(9,582)
Leisure Time Activities	966,890	905,565	61,325
Community Environment	432,884	444,169	(11,285)
Basic Utility Services	944,060	916,060	28,000
Transportation	171,424	173,893	(2,469)
General Government	4,838,080	4,757,845	80,235
<b>Total</b>	<b>\$12,285,907</b>	<b>\$12,046,207</b>	<b>\$239,700</b>

General Fund expenditures increased by \$239,700 or 2.0%. The largest portion of this increase came in security of persons and property and general government expenditures.

The City's budget is prepared according to Ohio law and is based on accounting for certain transactions on a basis of cash receipts, disbursements and encumbrances. The most significant budgeted fund is the General Fund.

## CITY OF SYLVANIA, OHIO

***Management's Discussion and Analysis  
For the Year Ended December 31, 2019***

***Unaudited***

During the course of fiscal year 2019 the City amended its General Fund budget several times, none significant.

For the General Fund, final budget basis revenue of \$15.2 million increased from the original budget estimates of \$14.4.

### **CAPITAL ASSETS AND DEBT ADMINISTRATION**

#### ***Capital Assets***

At the end of 2019 the City had \$54,291,185 net of accumulated depreciation invested in land, improvements, infrastructure, buildings, machinery and equipment and construction in progress. Of this total, \$37,800,295 was related to governmental activities and \$16,490,890 to the business-type activities. The following table shows fiscal year 2019 and 2018 balances:

	Governmental Activities		Increase (Decrease)
	2019	2018	
Land	\$9,804,927	\$10,190,838	(\$385,911)
Land Improvements	5,960,033	6,068,869	(108,836)
Buildings	8,712,708	8,981,058	(268,350)
Machinery and Equipment	6,048,586	5,927,695	120,891
Infrastructure	37,891,759	36,799,100	1,092,659
Less: Accumulated Depreciation	(30,617,718)	(28,862,133)	(1,755,585)
Totals	\$37,800,295	\$39,105,427	(\$1,305,132)

	Business-Type Activities		Increase (Decrease)
	2019	2018	
Buildings	\$619,633	\$619,633	\$0
Machinery and Equipment	1,584,108	1,584,108	0
Improvements	41,211,064	40,996,981	214,083
Less: Accumulated Depreciation	(26,923,915)	(26,022,846)	(901,069)
Totals	\$16,490,890	\$17,177,876	(\$686,986)

Additional information on the City's capital assets can be found in Note 10.

## **CITY OF SYLVANIA, OHIO**

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***Management's Discussion and Analysis  
For the Year Ended December 31, 2019***

***Unaudited***

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### ***Debt***

At December 31, 2019, the City had \$15.4 million in bonds outstanding, \$1.5 million due within one year. The following table summarizes the City's debt outstanding as of December 31, 2019 and 2018:

	<u>2019</u>	<u>2018</u>
Governmental Activities:		
General Obligation Bonds	\$13,352,955	\$14,725,298
OPWC Loan Payable	0	183,523
Compensated Absences	1,211,331	1,226,903
Net Pension Liability	17,603,396	12,446,714
Net OPEB Liability	<u>5,191,825</u>	<u>10,244,763</u>
Total Governmental Activities	<u>37,359,507</u>	<u>38,827,201</u>
Business-Type Activities:		
General Obligation Bonds	2,006,798	2,157,719
OPWC Loan Payable	0	134,511
Compensated Absences	296,206	269,585
Net Pension Liability	2,409,920	1,398,128
Net OPEB Liability	<u>1,159,386</u>	<u>961,987</u>
Total Business-Type Activities	<u>5,872,310</u>	<u>4,921,930</u>
Totals	<u><u>\$43,231,817</u></u>	<u><u>\$43,749,131</u></u>

State statutes limit the amount of unvoted general obligation debt the City may issue. The aggregate amount of the City's unvoted debt is also subject to overlapping debt restrictions with other political subdivisions. The actual aggregate amount of the City's unvoted debt, when added to that of other political subdivisions within the respective counties in which Sylvania lies, is limited to fifteen mills. At December 31, 2019, the City's outstanding debt was below the legal limit. Additional information on the City's long-term debt can be found in Note 14.

### **ECONOMIC FACTORS**

The City's economic base continues to be very stable since it is based on primarily commercial and retail with little manufacturing. Medical, education and financial interests provide a relatively predictable income source.

City Council has the ability to increase income tax revenues by eliminating or reducing the 100% credit for taxes paid by residents to other cities in which they work.

## *CITY OF SYLVANIA, OHIO*

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*Management's Discussion and Analysis  
For the Year Ended December 31, 2019*

*Unaudited*

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### **REQUESTS FOR INFORMATION**

This financial report is designed to provide our citizens, taxpayers, investors and creditors with a general overview of the City's finances and to show the City's accountability for the money it receives. If you have questions about this report or need additional financial information contact the Finance Department by calling 419-885-8934 or writing to City of Sylvania Finance Department, 6730 Monroe Street, Sylvania, Ohio 43560.

**CITY OF SYLVANIA, OHIO**

**Statement of Net Position**  
**December 31, 2019**

	<b>Governmental Activities</b>	<b>Business-Type Activities</b>	<b>Total</b>
<b>Assets:</b>			
Cash and Cash Equivalents	\$ 8,433,219	\$ 1,572,810	\$ 10,006,029
Investments	12,544,547	4,947,229	17,491,776
Receivables:			
Taxes	3,754,933	0	3,754,933
Accounts	221,992	650,420	872,412
Intergovernmental	1,070,186	0	1,070,186
Interest	51,264	19,768	71,032
Special Assessments	1,196,954	0	1,196,954
Internal Balances	11,156	(11,156)	0
Inventory of Supplies at Cost	299,129	165,010	464,139
Prepaid Items	43,431	25,523	68,954
Investment in Joint Venture	1,074,000	0	1,074,000
Restricted Assets:			
Cash and Cash Equivalents	1,063	0	1,063
Capital Assets:			
Capital Assets Not Being Depreciated	9,804,927	0	9,804,927
Capital Assets Being Depreciated, Net	27,995,368	16,490,890	44,486,258
<b>Total Assets</b>	<b>66,502,169</b>	<b>23,860,494</b>	<b>90,362,663</b>
<b>Deferred Outflows of Resources:</b>			
Deferred Loss on Debt Refunding	264,565	36,083	300,648
Pension	5,145,057	725,421	5,870,478
OPEB	1,209,859	103,117	1,312,976
<b>Total Deferred Outflows of Resources</b>	<b>6,619,481</b>	<b>864,621</b>	<b>7,484,102</b>
<b>Liabilities:</b>			
Accounts Payable	290,337	361,928	652,265
Accrued Wages and Benefits	432,567	72,582	505,149
Claims Payable	329,100	0	329,100
Accrued Interest Payable	24,596	3,543	28,139
Noncurrent liabilities:			
Due within one year	1,507,296	177,149	1,684,445
Net Pension Liability	17,603,396	2,409,920	20,013,316
Net OPEB Liability	5,191,825	1,159,386	6,351,211
Due in more than one year	13,056,990	2,125,855	15,182,845
<b>Total Liabilities</b>	<b>38,436,107</b>	<b>6,310,363</b>	<b>44,746,470</b>

**CITY OF SYLVANIA, OHIO**

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	<u>Governmental Activities</u>	<u>Business-Type Activities</u>	<u>Total</u>
<b>Deferred Inflows of Resources:</b>			
Property Tax Levy for Next Fiscal Year	2,112,731	0	2,112,731
Pension	785,960	81,334	867,294
OPEB	734,429	23,622	758,051
<b>Total Deferred Inflows of Resources</b>	<u>3,633,120</u>	<u>104,956</u>	<u>3,738,076</u>
<b>Net Position:</b>			
Net Investment in Capital Assets	24,711,905	14,520,175	39,232,080
Restricted For:			
Capital Projects	161,475	0	161,475
Other Purposes	3,418,917	0	3,418,917
Unrestricted	2,760,126	3,789,621	6,549,747
<b>Total Net Position</b>	<u>\$ 31,052,423</u>	<u>\$ 18,309,796</u>	<u>\$ 49,362,219</u>

See accompanying notes to the basic financial statements

**CITY OF SYLVANIA, OHIO**

**Statement of Activities**  
**For the Year Ended December 31, 2019**

	Expenses	Program Revenues		
		Charges for Services and Sales	Operating Grants and Contributions	Capital Grants and Contributions
<b>Governmental Activities:</b>				
Current:				
Security of Persons and Property	\$ 2,150,639	\$ 335,965	\$ 591,638	\$ 0
Public Health and Welfare Services	138,438	14,052	0	0
Leisure Time Activities	1,398,341	0	0	458,077
Community Environment	904,491	46,725	278,228	0
Basic Utility Services	1,499,786	603,542	281,650	0
Transportation	2,963,130	23,516	1,376,915	0
General Government	7,281,371	1,371,387	9,670	90,746
Interest and Fiscal Charges	226,530	0	0	0
<b>Total Governmental Activities</b>	<b>16,562,726</b>	<b>2,395,187</b>	<b>2,538,101</b>	<b>548,823</b>
<b>Business-Type Activities:</b>				
Water	5,139,355	6,141,695	0	0
Sewer	3,235,503	2,146,603	0	0
Resource Recovery	239,608	93,697	0	0
<b>Total Business-Type Activities</b>	<b>8,614,466</b>	<b>8,381,995</b>	<b>0</b>	<b>0</b>
<b>Totals</b>	<b>\$ 25,177,192</b>	<b>\$ 10,777,182</b>	<b>\$ 2,538,101</b>	<b>\$ 548,823</b>

**General Revenues**

Property Taxes

Municipal Income Taxes

Grants and Entitlements not Restricted to Specific Programs

Investment Earnings

Miscellaneous

Transfers

Total General Revenues and Transfers

Change in Net Position

Net Position Beginning of Year

Net Position End of Year

See accompanying notes to the basic financial statements



**CITY OF SYLVANIA, OHIO**

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Net (Expense) Revenue and Changes in Net Position		
Governmental Activities	Business- Type Activities	Total
\$ (1,223,036)	\$ 0	\$ (1,223,036)
(124,386)	0	(124,386)
(940,264)	0	(940,264)
(579,538)	0	(579,538)
(614,594)	0	(614,594)
(1,562,699)	0	(1,562,699)
(5,809,568)	0	(5,809,568)
(226,530)	0	(226,530)
(11,080,615)	0	(11,080,615)
0	1,002,340	1,002,340
0	(1,088,900)	(1,088,900)
0	(145,911)	(145,911)
0	(232,471)	(232,471)
(11,080,615)	(232,471)	(11,313,086)
1,971,360	0	1,971,360
11,558,260	0	11,558,260
1,273,541	0	1,273,541
577,485	168,076	745,561
373,657	0	373,657
(172,432)	172,432	0
15,581,871	340,508	15,922,379
4,501,256	108,037	4,609,293
26,551,167	18,201,759	44,752,926
\$ 31,052,423	\$ 18,309,796	\$ 49,362,219

**CITY OF SYLVANIA, OHIO**

**Balance Sheet  
Governmental Funds  
December 31, 2019**

	<u>General</u>	<u>City Services</u>	<u>G.O. Debt Service</u>
<b>Assets:</b>			
Cash and Cash Equivalents	\$ 1,435,192	\$ 880,310	\$ 1,052,654
Investments	4,209,036	0	0
Receivables:			
Taxes	2,534,190	0	631,798
Accounts	221,056	0	0
Intergovernmental	293,339	0	34,638
Interest	16,819	0	0
Special Assessments	0	955,634	0
Inventory of Supplies, at Cost	186,636	0	0
Prepaid Items	38,045	832	0
Restricted Assets:			
Cash and Cash Equivalents	<u>0</u>	<u>0</u>	<u>0</u>
<b>Total Assets</b>	<b><u>\$ 8,934,313</u></b>	<b><u>\$ 1,836,776</u></b>	<b><u>\$ 1,719,090</u></b>
<b>Liabilities:</b>			
Accounts Payable	\$ 151,478	\$ 23,304	\$ 0
Accrued Wages and Benefits Payable	382,085	7,781	0
Compensated Absences Payable	<u>36,252</u>	<u>0</u>	<u>0</u>
<b>Total Liabilities</b>	<b><u>569,815</u></b>	<b><u>31,085</u></b>	<b><u>0</u></b>
<b>Deferred Inflows of Resources:</b>			
Unavailable Amounts	961,408	955,634	41,074
Property Tax for Next Fiscal Year	<u>1,032,770</u>	<u>0</u>	<u>625,362</u>
<b>Total Deferred Inflows of Resources</b>	<b><u>1,994,178</u></b>	<b><u>955,634</u></b>	<b><u>666,436</u></b>
<b>Fund Balances:</b>			
Nonspendable	224,681	832	0
Restricted	0	849,225	0
Committed	0	0	0
Assigned	0	0	1,052,654
Unassigned	<u>6,145,639</u>	<u>0</u>	<u>0</u>
<b>Total Fund Balances</b>	<b><u>6,370,320</u></b>	<b><u>850,057</u></b>	<b><u>1,052,654</u></b>
<b>Total Liabilities, Deferred Inflows of Resources and Fund Balances</b>	<b><u>\$ 8,934,313</u></b>	<b><u>\$ 1,836,776</u></b>	<b><u>\$ 1,719,090</u></b>

See accompanying notes to the basic financial statements

**CITY OF SYLVANIA, OHIO**

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Capital Improvement	Other Governmental Funds	Total Governmental Funds
\$ 2,614,297	\$ 2,200,518	\$ 8,182,971
8,245,271	90,240	12,544,547
129,627	459,318	3,754,933
678	258	221,992
0	742,209	1,070,186
32,947	1,498	51,264
241,320	0	1,196,954
0	112,493	299,129
0	4,554	43,431
0	1,063	1,063
\$ 11,264,140	\$ 3,612,151	\$ 27,366,470
\$ 94,080	\$ 21,475	\$ 290,337
0	42,701	432,567
0	542	36,794
94,080	64,718	759,698
326,984	507,629	2,792,729
0	454,599	2,112,731
326,984	962,228	4,905,460
0	118,110	343,623
0	2,339,258	3,188,483
10,843,076	91,888	10,934,964
0	35,949	1,088,603
0	0	6,145,639
10,843,076	2,585,205	21,701,312
\$ 11,264,140	\$ 3,612,151	\$ 27,366,470

**CITY OF SYLVANIA, OHIO**

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***Reconciliation Of Total Governmental Fund Balances  
To Net Position Of Governmental Activities  
December 31, 2019***

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**Total Governmental Fund Balances** \$ 21,701,312

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

Capital Assets used in governmental activities are not resources and therefore are not reported in the funds. 37,800,295

The government's explicit, measurable equity interest in a joint venture is not a financial asset to the government, therefore it is not reported in the governmental funds. However, the government is required to report the equity interest as an asset in connection with governmental activities in the government-wide statement of net position. 1,074,000

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

Municipal Income Taxes	806,905	
Property Taxes	21,881	
Interest	31,888	
Special Assessments	1,196,954	
Intergovernmental	735,101	2,792,729

The net pension/OPEB liability is not due and payable in the current period; therefore, the liability and related deferred inflows/outflows are not reported in governmental funds:

Deferred Outflows - Pension	5,145,057	
Deferred Inflows - Pension	(785,960)	
Deferred Outflows - OPEB	1,209,859	
Deferred Inflows - OPEB	(734,429)	
Net Pension Liability	(17,603,396)	
Net OPEB Liability	(5,191,825)	(17,960,694)

Accrued interest on outstanding debt is not due and payable in the current period and, therefore, is not reported in the funds: it is reported when due. (24,596)

(Continued)

**CITY OF SYLVANIA, OHIO**

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Internal service funds are used by management to charge the costs of insurance to individual funds. The assets, liabilities and deferred inflows/outflows of the internal service funds are included in governmental activities in the statement of net position. (67,696)

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

General Obligation Bonds Payable	(13,132,250)	
Deferred Loss on Debt Refunding	264,565	
Premium on General Obligation Bonds Payable	(220,705)	
Compensated Absences Payable	<u>(1,174,537)</u>	<u>(14,262,927)</u>

***Net Position of Governmental Activities*** \$ 31,052,423

See accompanying notes to the basic financial statements

**CITY OF SYLVANIA, OHIO**

**Statement of Revenues, Expenditures and Changes in Fund Balances  
Governmental Funds  
For the Year Ended December 31, 2019**

	General	City Services	G.O. Debt Service
<b>Revenues:</b>			
Property Taxes	\$ 966,591	\$ 0	\$ 581,652
Municipal Income Taxes	10,565,341	0	0
Intergovernmental Revenues	882,038	0	80,644
Charges for Services	630,743	0	0
Licenses, Permits and Fees	379,982	0	0
Investment Earnings	240,250	0	0
Special Assessments	0	923,034	0
Fines and Forfeitures	1,212,399	0	0
All Other Revenue	276,393	193	0
<b>Total Revenue</b>	<b>15,153,737</b>	<b>923,227</b>	<b>662,296</b>
<b>Expenditures:</b>			
Current:			
Security of Persons and Property	4,818,481	393,678	0
Public Health and Welfare Services	114,088	0	0
Leisure Time Activities	966,890	0	0
Community Environment	432,884	251,652	0
Basic Utility Services	944,060	218,450	0
Transportation	171,424	0	0
General Government	4,838,080	0	8,869
Capital Outlay	0	0	0
Debt Service:			
Principal Retirement	0	0	1,296,500
Interest & Fiscal Charges	0	0	226,967
<b>Total Expenditures</b>	<b>12,285,907</b>	<b>863,780</b>	<b>1,532,336</b>
Excess (Deficiency) of Revenues			
Over Expenditures	2,867,830	59,447	(870,040)
<b>Other Financing Sources (Uses):</b>			
Sale of Capital Assets	0	0	0
Transfers In	0	0	1,117,568
Transfers Out	(1,790,094)	0	0
<b>Total Other Financing Sources (Uses)</b>	<b>(1,790,094)</b>	<b>0</b>	<b>1,117,568</b>
Net Change in Fund Balances	1,077,736	59,447	247,528
<b>Fund Balances at Beginning of Year</b>	5,507,977	790,610	805,126
Increase (Decrease) in Inventory Reserve	(215,393)	0	0
<b>Fund Balances End of Year</b>	<b>\$ 6,370,320</b>	<b>\$ 850,057</b>	<b>\$ 1,052,654</b>

See accompanying notes to the basic financial statements

**CITY OF SYLVANIA, OHIO**

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Capital Improvement	Other Governmental Funds	Total Governmental Funds
\$ 0	\$ 426,544	\$ 1,974,787
918,725	0	11,484,066
886,094	1,299,896	3,148,672
0	0	630,743
0	0	379,982
330,618	10,000	580,868
29,726	0	952,760
0	239,834	1,452,233
90,746	28,556	395,888
<u>2,255,909</u>	<u>2,004,830</u>	<u>20,999,999</u>
0	503,873	5,716,032
0	0	114,088
0	0	966,890
0	0	684,536
0	0	1,162,510
0	1,406,274	1,577,698
0	48,700	4,895,649
3,426,289	47,561	3,473,850
183,523	50,000	1,530,023
0	0	226,967
<u>3,609,812</u>	<u>2,056,408</u>	<u>20,348,243</u>
(1,353,903)	(51,578)	651,756
1,084,065	0	1,084,065
0	500,094	1,617,662
0	0	(1,790,094)
<u>1,084,065</u>	<u>500,094</u>	<u>911,633</u>
(269,838)	448,516	1,563,389
11,112,914	2,121,662	20,338,289
0	15,027	(200,366)
<u>\$ 10,843,076</u>	<u>\$ 2,585,205</u>	<u>\$ 21,701,312</u>

**CITY OF SYLVANIA, OHIO**

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***Reconciliation Of The Statement Of Revenues, Expenditures  
And Changes In Fund Balances Of Governmental Funds  
To The Statement Of Activities  
For The Year Ended December 31, 2019***

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**Net Change in Fund Balances - Total Governmental Funds** \$ 1,563,389

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

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

Capital Outlay	1,894,732	
Depreciation	<u>(1,778,367)</u>	116,365

Governmental funds only report the disposal of assets to the extent proceeds are received from the sale. In the statement of activities, a gain or loss is reported for each disposal. This is the amount of the loss on the disposal of capital assets.

(1,421,497)

Revenues in the statement of activities that do not provide current financial resources are not reported as revenues in the funds.

Municipal Income Taxes	74,194	
Property Taxes	(3,427)	
Interest	(3,383)	
Special Assessments	8,080	
Intergovernmental	<u>160,951</u>	236,415

Contractually required contributions are reported as expenditures in governmental funds; however, the statement of net position reports these amounts as deferred outflows:

Pension	1,133,767	
OPEB	<u>13,649</u>	1,147,416

Except for amounts reported as deferred inflows/outflows, changes in the net pension and OPEB liabilities are reported as pension/OPEB expense in the statement of activities:

Pension	(3,047,824)	
OPEB	<u>4,527,536</u>	1,479,712

The issuance of long-term debt provides current financial resources to governmental funds, but has no effect on net position. In addition, repayment of bond, note and capital lease principal is an expenditure in the governmental funds, but the repayment reduces long-term liabilities in the statement of net position.

OPWC Loan Principal	183,523	
General Obligation Bonds Principal	1,346,500	
Amortization of Deferred Loss on Debt Refunding	<u>(27,911)</u>	1,502,112

(Continued)

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**CITY OF SYLVANIA, OHIO**

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Interest is reported as an expenditure when due in the governmental funds but is accrued on outstanding debt on the statement of net position. Premiums are reported as revenues when the debt is first issued; however, these amounts are deferred and amortized on the statement of net position.

Amortization of Premium	25,843	
Accrued Interest Payable	<u>2,505</u>	28,348

Some expenses reported on the statement of activities do not require the use of current financial resources and, therefore, are not reported as expenditures in governmental funds.

Decrease in Supplies Inventory	(200,366)	
Decrease in Compensated Absences Payable	<u>19,813</u>	(180,553)

The internal service funds are used by management to charge the costs of services to individual funds and is not reported in the statement of activities. Governmental fund expenditures and related internal service fund revenues are eliminated. The net revenue (expense) of the internal service funds are allocated among the governmental activities.

29,549

***Change in Net Position of Governmental Activities***

\$ 4,501,256

See accompanying notes to the basic financial statements

**CITY OF SYLVANIA, OHIO**

**Statement of Revenues, Expenditures and Changes in  
Fund Balance – Budget and Actual (Non-GAAP Budgetary Basis)  
General Fund  
For the Year Ended December 31, 2019**

	Original Budget	Final Budget	Actual	Variance with Final Budget Positive (Negative)
<b>Revenues:</b>				
Property Taxes	\$ 915,000	\$ 915,000	\$ 966,591	\$ 51,591
Municipal Income Taxes	10,300,000	10,890,000	10,548,206	(341,794)
Intergovernmental Revenue	805,000	805,000	866,619	61,619
Charges for Services	559,000	559,000	622,095	63,095
Licenses, Permits and Fees	395,000	395,000	358,906	(36,094)
Investment Earnings	100,000	100,000	170,837	70,837
Fines and Forfeitures	1,092,000	1,300,000	1,189,167	(110,833)
All Other Revenues	269,000	269,000	265,984	(3,016)
Total Revenues	<u>14,435,000</u>	<u>15,233,000</u>	<u>14,988,405</u>	<u>(244,595)</u>
<b>Expenditures:</b>				
Current:				
Security of Persons and Property	4,968,000	4,845,700	4,816,011	29,689
Public Health and Welfare Services	125,000	117,000	114,573	2,427
Leisure Time Activities	943,000	967,000	959,221	7,779
Community Environment	458,000	441,000	433,463	7,537
Basic Utility Services	914,000	944,500	942,965	1,535
Transportation	151,000	167,900	166,578	1,322
General Government	4,805,000	4,933,300	4,817,235	116,065
Total Expenditures	<u>12,364,000</u>	<u>12,416,400</u>	<u>12,250,046</u>	<u>166,354</u>
Excess of Revenues				
Over Expenditures	2,071,000	2,816,600	2,738,359	(78,241)
<b>Other Financing Uses:</b>				
Transfers Out	(1,891,000)	(1,840,600)	(1,790,094)	50,506
Total Other Financing Uses:	<u>(1,891,000)</u>	<u>(1,840,600)</u>	<u>(1,790,094)</u>	<u>50,506</u>
Net Change In Fund Balance	180,000	976,000	948,265	(27,735)
Fund Balance at Beginning of Year	4,595,492	4,595,492	4,595,492	0
Fund Balance at End of Year	<u>\$ 4,775,492</u>	<u>\$ 5,571,492</u>	<u>\$ 5,543,757</u>	<u>\$ (27,735)</u>

See accompanying notes to the basic financial statements

**CITY OF SYLVANIA, OHIO**

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**Statement of Revenues, Expenditures and Changes in  
Fund Balance – Budget and Actual (Non-GAAP Budgetary Basis)  
Special Revenue Fund - City Services Fund  
For the Year Ended December 31, 2019**

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	Original Budget	Final Budget	Actual	Variance with Final Budget Positive (Negative)
<b>Revenues:</b>				
Special Assessments	\$ 940,000	\$ 940,000	\$ 923,034	\$ (16,966)
All Other Revenues	10,000	10,000	199	(9,801)
Total Revenues	950,000	950,000	923,233	(26,767)
<b>Expenditures:</b>				
Current:				
Security of Persons and Property	433,478	433,478	400,236	33,242
Community Environment	321,000	321,000	259,861	61,139
Basic Utility Services	279,000	279,000	221,802	57,198
Total Expenditures	1,033,478	1,033,478	881,899	151,579
Excess (Deficiency) of Revenues				
Over (Under) Expenditures	(83,478)	(83,478)	41,334	124,812
Fund Balance at Beginning of Year				
	838,976	838,976	838,976	0
Fund Balance at End of Year	\$ 755,498	\$ 755,498	\$ 880,310	\$ 124,812

See accompanying notes to the basic financial statements

**CITY OF SYLVANIA, OHIO**

**Statement of Net Position  
Proprietary Funds  
December 31, 2019**

	Business-Type Activities		
	Enterprise Funds		
	Water	Sewer	Resource Recovery
<b>ASSETS</b>			
Current assets:			
Cash and Cash Equivalents	\$ 1,484,461	\$ 84,138	\$ 4,211
Investments	4,681,863	265,366	0
Accounts Receivable	411,364	239,056	0
Interest Receivable	18,708	1,060	0
Inventory of Supplies at Cost	108,537	56,473	0
Prepaid Items	16,022	9,017	484
Total current assets	<u>6,720,955</u>	<u>655,110</u>	<u>4,695</u>
Noncurrent assets:			
Capital assets:			
Property, Plant and Equipment	16,850,364	26,400,208	164,233
Less accumulated depreciation	(8,531,241)	(18,228,441)	(164,233)
Total capital assets (net of accumulated depr)	<u>8,319,123</u>	<u>8,171,767</u>	<u>0</u>
Total assets	<u>15,040,078</u>	<u>8,826,877</u>	<u>4,695</u>
<b>Deferred Outflows of Resources:</b>			
Deferred Loss on Debt Refunding	36,083	0	0
Pension	371,196	303,839	50,386
OPEB	52,921	43,108	7,088
<b>Total Deferred Outflows of Resources</b>	<u>460,200</u>	<u>346,947</u>	<u>57,474</u>
<b>LIABILITIES</b>			
Current liabilities:			
Accounts Payable	301,377	60,429	122
Accrued Wages and Benefits	41,170	29,125	2,287
Claims Payable	0	0	0
Accrued Interest Payable	3,543	0	0
General Obligation Bonds Payable - Current	157,500	0	0
Compensated Absences Payable - Current	11,111	8,538	0
Total Current Liabilities	<u>514,701</u>	<u>98,092</u>	<u>2,409</u>

**CITY OF SYLVANIA, OHIO**

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<u>Total</u>	<u>Governmental Activities Internal Service Fund</u>
\$ 1,572,810	\$ 250,248
4,947,229	0
650,420	0
19,768	0
165,010	0
25,523	0
<u>7,380,760</u>	<u>250,248</u>
43,414,805	0
(26,923,915)	0
<u>16,490,890</u>	<u>0</u>
<u>23,871,650</u>	<u>250,248</u>
36,083	0
725,421	0
103,117	0
<u>864,621</u>	<u>0</u>
361,928	0
72,582	0
0	329,100
3,543	0
157,500	0
19,649	0
<u>615,202</u>	<u>329,100</u>

(Continued)

**CITY OF SYLVANIA, OHIO**

**Statement of Net Position  
Proprietary Funds  
December 31, 2019**

	Business-Type Activities		
	Enterprise Funds		
	Water	Sewer	Resource Recovery
Noncurrent Liabilities:			
General Obligation Bonds Payable	1,849,298	0	0
Net Pension Liability	1,232,135	1,009,916	167,869
Net OPEB Liability	592,766	485,860	80,760
Compensated Absences Payable	172,522	104,035	0
Total noncurrent liabilities	<u>3,846,721</u>	<u>1,599,811</u>	<u>248,629</u>
<b>Total Liabilities</b>	<u>4,361,422</u>	<u>1,697,903</u>	<u>251,038</u>
<b>Deferred Inflows of Resources:</b>			
Pension	41,585	34,083	5,666
OPEB	12,077	9,899	1,646
<b>Total Deferred Inflows of Resources</b>	<u>53,662</u>	<u>43,982</u>	<u>7,312</u>
<b>NET POSITION</b>			
Net Investment in Capital Assets	6,348,408	8,171,767	0
Unrestricted	4,736,786	(739,828)	(196,181)
Total Net Position	<u>\$ 11,085,194</u>	<u>\$ 7,431,939</u>	<u>\$ (196,181)</u>

Adjustment to reflect the consolidation of internal  
service fund activities related to the enterprise funds.  
Net Position of Business-type Activities

See accompanying notes to the basic financial statements

**CITY OF SYLVANIA, OHIO**

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<u>Total</u>	Governmental Activities Internal Service Funds
1,849,298	0
2,409,920	0
1,159,386	0
<u>276,557</u>	<u>0</u>
5,695,161	0
<u>6,310,363</u>	<u>329,100</u>
81,334	0
<u>23,622</u>	<u>0</u>
<u>104,956</u>	<u>0</u>
14,520,175	0
<u>3,800,777</u>	<u>(78,852)</u>
<u>18,320,952</u>	<u>\$ (78,852)</u>
<u>(11,156)</u>	
<u>\$ 18,309,796</u>	

**CITY OF SYLVANIA, OHIO**

**Statement of Revenues, Expenses and Changes in Fund Net Position  
Proprietary Funds  
For the Year Ended December 31, 2019**

	Business-Type Activities		
	Enterprise Funds		
	Water	Sewer	Resource Recovery
<b>Operating Revenues:</b>			
Charges for Services	\$ 6,015,500	\$ 2,136,367	\$ 93,697
Other Operating Revenues	126,195	10,236	0
<b>Total Operating Revenues</b>	<u>6,141,695</u>	<u>2,146,603</u>	<u>93,697</u>
<b>Operating Expenses:</b>			
Personal Services	1,213,075	1,051,915	163,149
Materials and Supplies	124,632	109,668	36,512
Contractual Services	3,266,204	1,565,906	39,947
Depreciation	390,119	510,950	0
<b>Total Operating Expenses</b>	<u>4,994,030</u>	<u>3,238,439</u>	<u>239,608</u>
<b>Operating Income (Loss)</b>	1,147,665	(1,091,836)	(145,911)
<b>Non-Operating Revenue (Expenses):</b>			
Interest Income	150,900	17,176	0
Interest and Fiscal Charges	(148,440)	0	0
Other Nonoperating Revenue	0	0	0
<b>Total Non-Operating Revenues (Expenses)</b>	<u>2,460</u>	<u>17,176</u>	<u>0</u>
<b>Income (Loss) Before Transfers</b>	1,150,125	(1,074,660)	(145,911)
<b>Transfers:</b>			
Transfers In	82,432	0	90,000
<b>Total Transfers</b>	<u>82,432</u>	<u>0</u>	<u>90,000</u>
<b>Change in Net Position</b>	1,232,557	(1,074,660)	(55,911)
Net Position Beginning of Year	9,852,637	8,506,599	(140,270)
<b>Net Position End of Year</b>	<u>\$ 11,085,194</u>	<u>\$ 7,431,939</u>	<u>\$ (196,181)</u>

Change in Net Position - Total Enterprise Funds

Adjustment to reflect the consolidation of internal  
service fund activities related to the enterprise funds.

Change in Net Position - Business-type Activities

See accompanying notes to the basic financial statements



**CITY OF SYLVANIA, OHIO**

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	Governmental	
	Activities	
Total	Internal Service	
	Fund	
\$ 8,245,564	\$ 2,311,740	
136,431	0	
8,381,995	2,311,740	
2,428,139	2,291,159	
270,812	0	
4,872,057	272,740	
901,069	0	
8,472,077	2,563,899	
(90,082)	(252,159)	
168,076	0	
(148,440)	0	
0	287,759	
19,636	287,759	
(70,446)	35,600	
172,432	0	
172,432	0	
101,986	35,600	
18,218,966	(114,452)	
18,320,952	\$ (78,852)	
101,986		
6,051		
\$ 108,037		

**CITY OF SYLVANIA, OHIO**

**Statement of Cash Flows  
Proprietary Funds**

**For the Year Ended December 31, 2019**

	Business-Type Activities		
	Enterprise Funds		
	Water	Sewer	Resource Recovery
<u>Cash Flows from Operating Activities:</u>			
Cash Received from Customers	\$6,223,236	\$2,176,032	\$93,697
Cash Payments for Goods and Services	(3,371,881)	(1,680,255)	(76,412)
Cash Payments to Employees	(950,690)	(791,693)	(107,613)
Net Cash Provided (Used) by Operating Activities	<u>1,900,665</u>	<u>(295,916)</u>	<u>(90,328)</u>
<u>Cash Flows from Noncapital Financing Activities:</u>			
Transfers In from Other Funds	82,432	0	90,000
Miscellaneous Nonoperating Revenue	0	0	0
Net Cash Provided by Noncapital Financing Activities	<u>82,432</u>	<u>0</u>	<u>90,000</u>
<u>Cash Flows from Capital and Related Financing Activities:</u>			
Acquisition and Construction of Assets	0	(175,553)	0
Principal Paid on General Obligation Bonds	(148,500)	0	0
Principal Paid on OPWC Loan	(134,511)	0	0
Interest Paid on All Debt	(148,214)	0	0
Net Cash Used for Capital and Related Financing Activities	<u>(431,225)</u>	<u>(175,553)</u>	<u>0</u>
<u>Cash Flows from Investing Activities:</u>			
Sale of Investments	0	422,613	0
Purchase of Investments	(850,636)	0	0
Receipts of Interest	95,704	9,539	0
Net Cash Provided (Used) by Investing Activities	<u>(754,932)</u>	<u>432,152</u>	<u>0</u>
Net Increase (Decrease) in Cash and Cash Equivalents	796,940	(39,317)	(328)
Cash and Cash Equivalents at Beginning of Year	687,521	123,455	4,539
Cash and Cash Equivalents at End of Year	<u>\$1,484,461</u>	<u>\$84,138</u>	<u>\$4,211</u>

**CITY OF SYLVANIA, OHIO**

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<u>Totals</u>	<u>Governmental Activities Internal Service Fund</u>
\$8,492,965	\$2,311,740
(5,128,548)	(272,740)
<u>(1,849,996)</u>	<u>(2,249,759)</u>
1,514,421	(210,759)
172,432	0
<u>0</u>	<u>287,759</u>
172,432	287,759
(175,553)	0
(148,500)	0
(134,511)	0
<u>(148,214)</u>	<u>0</u>
<u>(606,778)</u>	<u>0</u>
422,613	0
(850,636)	0
<u>105,243</u>	<u>0</u>
<u>(322,780)</u>	<u>0</u>
757,295	77,000
<u>815,515</u>	<u>173,248</u>
<u>\$1,572,810</u>	<u>\$250,248</u>

(Continued)

**CITY OF SYLVANIA, OHIO**

**Statement of Cash Flows**  
**Proprietary Funds**

**For the Year Ended December 31, 2019**

	Business-Type Activities		
	Enterprise Funds		
	Water	Sewer	Resource Recovery
<u>Reconciliation of Operating Income (Loss) to Net Cash</u>			
<u>Provided (Used) by Operating Activities:</u>			
Operating Income (Loss)	\$1,147,665	(\$1,091,836)	(\$145,911)
Adjustments to Reconcile Operating Income (Loss) to Net Cash Provided (Used) by Operating Activities:			
Depreciation Expense	390,119	510,950	0
Changes in Assets, Liabilities and Deferred Inflows/Outflows:			
Decrease in Accounts Receivable	81,541	29,429	0
Decrease (Increase) in Inventory	(12,941)	954	0
Decrease (Increase) in Prepaid Items	539	(332)	(27)
Increase in Deferred Outflows of Resources	(169,991)	(149,255)	(27,647)
Increase (Decrease) in Accounts Payable	31,357	(5,303)	74
Decrease in Accrued Wages and Benefits	(2,337)	(5,921)	(1,439)
Increase in Claims Payable	0	0	0
Increases in Net Pension Liability	494,454	436,055	81,283
Increase in Net OPEB Liability	85,203	91,012	21,184
Decrease in Deferred Inflows of Resources	(160,512)	(122,722)	(17,845)
Increase in Compensated Absences	15,568	11,053	0
Total Adjustments	753,000	795,920	55,583
Net Cash Provided (Used) by Operating Activities	\$1,900,665	(\$295,916)	(\$90,328)

Schedule of Noncash Investing, Capital and Financing Activities:

As of December 31, 2019, the Sewer Fund had outstanding liabilities of \$38,530 for the purchase of certain capital assets.

During 2019 the fair value of investments decreased by \$62,080 and \$3,519 in the Water and Sewer Funds respectively.

See accompanying notes to the basic financial statements

**CITY OF SYLVANIA, OHIO**

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<u>Totals</u>	<u>Governmental Activities Internal Service Fund</u>
(\$90,082)	(\$252,159)
901,069	0
110,970	0
(11,987)	0
180	0
(346,893)	0
26,128	0
(9,697)	0
0	41,400
1,011,792	0
197,399	0
(301,079)	0
26,621	0
<u>1,604,503</u>	<u>41,400</u>
<u>\$1,514,421</u>	<u>(\$210,759)</u>

**CITY OF SYLVANIA, OHIO**

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**Statement of Net Position  
Fiduciary Fund  
December 31, 2019**

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	<u>Custodial Fund</u>
<b>Assets:</b>	
Cash and Cash Equivalents	\$ 3,487
<b>Total Assets</b>	<u>3,487</u>
<b>Liabilities:</b>	
Intergovernmental Payable	<u>3,487</u>
<b>Total Liabilities</b>	<u>\$ 3,487</u>

See accompanying notes to the basic financial statements

**CITY OF SYLVANIA, OHIO**

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**Statement of Changes in Net Position**  
**Fiduciary Fund**  
**For the Year Ended December 31, 2019**

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	<u>Custodial Fund</u>
<b>Additions:</b>	
Contributions:	
Fines, Licenses and Permits for Distribution	\$ 2,145,292
Total Contributions	<u>2,145,292</u>
<b>Deductions:</b>	
Distributions to Other Governments	<u>2,145,292</u>
Total Deductions	<u>2,145,292</u>
Change in Net Position	0
Net Position at Beginning of Year	<u>0</u>
Net Position End of Year	<u>\$ 0</u>

See accompanying notes to the basic financial statements

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## **CITY OF SYLVANIA, OHIO**

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### ***Notes to the Basic Financial Statements For the Year Ended December 31, 2019***

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#### **NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES**

The City of Sylvania, Ohio (the "City") is a home-rule municipal corporation created under the laws of the State of Ohio. The City operates under its own Charter. The current Charter which provides for a Council/Mayor form of government, was adopted in 1961 and has been amended 3 times (1968, 1984, 1985).

The accompanying basic financial statements of the City present the financial position of the various fund types, the results of operations of the various fund types, and the cash flows of the proprietary funds. The financial statements are presented as of December 31, 2019 and for the year then ended and have been prepared in conformity with generally accepted accounting principles (GAAP) applicable to local governments. The Governmental Accounting Standards Board (GASB) is the standard-setting body for establishing governmental accounting and financial reporting principles, which are primarily set forth in the GASB's Codification of Governmental Accounting and Financial Reporting Standards (GASB Codification).

##### **A. Reporting Entity**

The accompanying basic financial statements comply with the provisions of GASB Statement No. 14, "*The Financial Reporting Entity*," as amended by GASB Statement No. 61 "*The Financial Reporting Entity: Omnibus; an amendment of GASB Statements No. 14 and No. 34*," in that the financial statements include all organizations, activities, functions and component units for which the City (the primary government) is financially accountable. Financial accountability is defined as the appointment of a voting majority of a legally separate organization's governing body and either (1) the City's ability to impose its will over the organization, or (2) the potential that the organization will provide a financial benefit to, or impose a financial burden on, the City.

Based on the foregoing, there are no potential component units that meet the criteria imposed by GASB Statement No. 14 to be included in the City's reporting entity. The reporting entity of the City includes all funds, agencies, boards and commissions that are part of the primary government, which includes the following services: public safety, highways and streets, sanitation, cemetery, health and social services, culture and recreation, public improvements, planning and zoning and general administrative services. In addition, the City owns the water distribution and wastewater collection systems and a resource recovery operation, which are reported as enterprise funds. Water treatment services are provided by the City of Toledo. Wastewater treatment services are provided by Lucas County.

##### **1. Joint Venture with Equity Interest**

###### ***Community Center:***

The City is a participant with the Township 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 have agreed to jointly pay to construct a community center under the authority of Ohio Revised Code Section 173.11. The original agreement is for the City to bear (40) percent of the construction costs and the Township to bear (60) percent of the construction costs, resulting in a 40/60 split in equity interest between the two. The community center is managed by Sylvania Community Services Center, Inc. (SCS), an Ohio nonprofit corporation. See Note 17 "Joint Venture."

## **CITY OF SYLVANIA, OHIO**

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### ***Notes to the Basic Financial Statements For the Year Ended December 31, 2019***

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#### **NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)**

##### **A. Reporting Entity** (Continued)

##### **2. Jointly Governed Organization**

##### ***Sylvania Area Joint Recreation District:***

The City in conjunction with the Sylvania Township Trustees 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. Funding for the SAJRD is provided by a voter approved tax levy on all real property located within Sylvania Township. Taxes are collected by the County Auditor and remitted to the SAJRD Board of Trustees. The SAJRD is fiscally independent of the City and the SAJRD's financial statements have not been included within the City's reporting entity.

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

The accounting policies and financial reporting practices of the City conform to generally accepted accounting principles as applicable to governmental units. The following is a summary of its significant accounting policies:

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

##### ***Governmental Funds***

*Governmental Funds* - Governmental funds are those funds through which most governmental functions are typically financed. The acquisition, use and balances of the City's expendable financial resources and the related current liabilities and deferred inflows of resources (except those accounted for in the proprietary funds) are accounted for through governmental funds. The measurement focus is upon determination of "financial flow" (sources, uses and balances of financial resources). The following are the City's major governmental funds:

## ***CITY OF SYLVANIA, OHIO***

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### ***Notes to the Basic Financial Statements For the Year Ended December 31, 2019***

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#### **NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)**

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

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

City Services Fund - This fund is used to account for the revenues received from special assessments for tree repair and replacement, ditch maintenance and street lighting.

G.O. Debt Service Fund – This fund is used to account for the accumulation of resources for the payments of general obligation debt of the City including self-supporting obligations not otherwise paid from proprietary funds.

Capital Improvement Fund - This fund is used to account for financial resources, primarily income taxes, to be used for the acquisition or construction of major capital facilities (other than those financed by proprietary funds).

##### ***Proprietary Funds***

All proprietary funds are accounted for on an "economic resources" measurement focus. This measurement focus provides that all assets and deferred outflows of resources and all liabilities and deferred inflows of resources associated with the operation of these funds are included on the balance sheet. Proprietary fund type operating statements present increases (i.e., revenues) and decreases (i.e., expenses) in total net position.

Enterprise Funds - These funds are used to account for operations that are financed and operated in a manner similar to private business enterprises, whereby the intent of the governing body is that the costs (expenses, including depreciation) of providing goods or services to the general public on a continuing basis be financed or recovered primarily through user charges. The City's major enterprise funds are:

Water Fund – This fund is used to account for the operation of the City's water service.

Sewer Fund – This fund is used to account for the operation of the City's sanitary sewer service.

Resource Recovery Fund – This fund is used to account for the operation of the City's resource recovery.

Internal Service Funds - These funds are used to account for the financing of goods or services provided by one department or agency to other departments or agencies of the City, or to other governments, on a cost-reimbursement basis. The City has one internal service fund, the Self Insurance Fund, which is used to account for monies received from City departments to cover the cost of health care for employees of the City's departments.

## **CITY OF SYLVANIA, OHIO**

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### ***Notes to the Basic Financial Statements For the Year Ended December 31, 2019***

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#### **NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)**

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

###### ***Fiduciary Funds***

These funds are used to account for assets held by a governmental unit in a trustee capacity or as an agent for individuals, private organizations, other governmental units, and/or other funds. The City's only fiduciary fund is a custodial fund. This fund is used to account for the collection and distribution of municipal court fines and forfeitures.

##### **C. Basis of Presentation – Financial Statements**

**Government-wide Financial Statements** – The statement of net position and the statement of activities display information about the City as a whole. These statements include the financial activities of the primary government, except for fiduciary funds. The statements distinguish between those activities of the City that are governmental and those that are considered business-type activities. The internal service funds are eliminated to avoid “doubling up” revenues and expenses; however, the interfund services provided and used are not eliminated in the process of consolidation.

The government-wide statements are prepared using the economic resources measurement focus. This is the same approach used in the preparation of the proprietary fund financial statements but differs from the manner in which governmental fund financial statements are prepared. Governmental fund financial statements therefore include a reconciliation with brief explanations to better identify the relationship between the government-wide statements and the statements for governmental funds.

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

**Fund Financial Statements** – Fund financial statements report detailed information about the City. The focus of governmental fund financial statements is on major funds rather than reporting funds by type. Each major fund is presented in a separate column. Nonmajor funds are aggregated and presented in a single column. Fiduciary funds are reported by fund type.

## **CITY OF SYLVANIA, OHIO**

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### ***Notes to the Basic Financial Statements For the Year Ended December 31, 2019***

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#### **NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)**

##### **C. Basis of Presentation – Financial Statements (Continued)**

The accounting and financial reporting treatment applied to a fund is determined by its measurement focus. All governmental fund types are accounted for using a flow of current financial resources measurement focus. The financial statements for governmental funds are a balance sheet, which generally includes only current assets and deferred outflows of resources and current liabilities and deferred inflows of resources, and a statement of revenues, expenditures and changes in fund balances, which reports on the sources (i.e., revenues and other financing sources) and uses (i.e., expenditures and other financing uses) of current financial resources.

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

Fiduciary funds are reported using the economic resources measurement focus.

##### **D. Basis of Accounting**

Basis of accounting represents the methodology utilized in the recognition of revenues and expenditures or expenses reported in the financial statements. The accounting and reporting treatment applied to a fund is determined by its measurement focus.

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

Non-exchange transactions, in which the City receives value without directly giving equal value in return, include income taxes, property taxes, grants, entitlements and donations. Revenue from income taxes is recognized in the period in which the income is earned and is available. Revenue from grants, entitlements and donations is recognized in the fiscal year in which all eligibility requirements have been satisfied and the revenue is available. Eligibility requirements include timing requirements, which specify the year when the resources are required to be used or the year when use is first permitted, matching requirements, in which the City must provide local resources to be used for a specific purpose, and expenditure requirements, in which the resources

## **CITY OF SYLVANIA, OHIO**

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### ***Notes to the Basic Financial Statements For the Year Ended December 31, 2019***

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#### **NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)**

##### **D. Basis of Accounting** (Continued)

are provided to the City on a reimbursement basis. Revenue considered susceptible to accrual at year end includes income taxes withheld by employers, interest on investments, state levied locally shared taxes (including motor vehicle license fees and local government assistance). Income taxes other than those withheld by employers, licenses, permits, charges for service and other miscellaneous revenues are recorded as revenue when received in cash because generally this revenue is not measurable until received.

Special assessment installments, which are measurable, but not available at December 31, are recorded as deferred inflow of resources – unavailable amount. Property taxes measurable as of December 31, 2019, but which are not intended to finance 2019 operations and delinquent property taxes, whose availability is indeterminate, are recorded as deferred inflow of resources as further described in Note 6.

The accrual basis of accounting is utilized for reporting purposes by the proprietary funds and fiduciary funds. Revenues are recognized when they are earned and expenses recognized when incurred. Government-Wide Statements are also prepared using the accrual basis of accounting.

##### **E. Deferred Inflows/Outflows of Resources**

In addition to assets, the statement of financial position will sometimes report a separate section for deferred outflows of resources. This separate financial statement element, deferred outflows of resources, represents a consumption of net position that applies to a future period(s) and so will not be recognized as an outflow of resources (expense/ expenditure) until then. The City has two items that qualifies for reporting in this category. One is the deferred charge on refunding reported in the government-wide and proprietary statements of net position. A deferred charge on refunding results from the difference in the carrying value of refunded debt and its reacquisition price. This amount is deferred and amortized over the shorter of the life of the refunded or refunding debt. The deferred outflows of resources related to pension and OPEB plans are explained in Notes 11 and 12.

In addition to liabilities, the statement of financial position will sometimes report a separate section for deferred inflows of resources. This separate financial statement element, *deferred inflows of resources*, represents an acquisition of net position that applies to a future period(s) and so will *not* be recognized as an inflow of resources (revenue) until that time. On the government-wide statement of net position and governmental funds balance sheet, property taxes that are intended to finance future fiscal periods are reported as deferred inflows. In addition, the governmental funds balance sheet reports deferred inflows which arise only under a modified accrual basis of accounting. Accordingly, the item, *unavailable amounts*, is reported only in the governmental funds balance sheet. The governmental funds report unavailable amounts for delinquent property taxes, income taxes, special assessments, charges for services, interest and state levied shared taxes. These amounts are deferred and recognized as an inflow of resources in the period that the amounts become available. Deferred inflows of resources related to pension/OPEB are reported on the government-wide statement of net position. (See Note 11 and 12)

## ***CITY OF SYLVANIA, OHIO***

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### ***Notes to the Basic Financial Statements For the Year Ended December 31, 2019***

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#### **NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)**

##### **F. Budgetary Process (Continued)**

The budgetary process is prescribed by provisions of the Ohio Revised Code and entails the preparation of budgetary documents within an established timetable. The major documents prepared are the certificate of estimated resources and the appropriation ordinance, which are prepared on the budgetary basis of accounting. The certificate of estimated resources and the appropriation ordinance are subject to amendment throughout the year.

All funds other than custodial funds are legally required to be budgeted and appropriated; however, only governmental funds are required to be reported. The primary level of budgetary control is at the object level within each department. Budgetary modifications may only be made by ordinance of the City Council.

##### **1. Estimated Resources**

The County Budget Commission reviews estimated revenue and determines if the budget substantiates a need to levy all or part of previously authorized taxes. The Budget Commission then certifies its actions to the City by September 1 of each year. As part of the certification process, the City receives an official certificate of estimated resources stating the projected receipts by fund. Prior to December 31, the City must revise its budget so that the total contemplated expenditures from any fund during the ensuing fiscal year do not exceed the amount available as stated in the certificate of estimated resources. The revised budget then serves as the basis for the annual appropriations measure.

On or about January 1, the certificate of estimated resources is amended to include any unencumbered fund balances from the previous year. The certificate may be further amended during the year if a new source of revenue is identified or if actual receipts exceed current estimates. The amounts reported on the budgetary statement reflect the amounts in the final amended official certificate of estimated resources issued during 2019.

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## ***CITY OF SYLVANIA, OHIO***

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### ***Notes to the Basic Financial Statements For the Year Ended December 31, 2019***

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#### **NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)**

##### **F. Budgetary Process (Continued)**

###### **2. Appropriations**

A temporary appropriation ordinance to control expenditures may be passed on or about January 1 of each year for the period January 1 through March 31. An annual appropriation ordinance must be passed by April 1 of each year for the period January 1 through December 31. The appropriation ordinance establishes spending controls at the fund, department and object level. The appropriation ordinance may be amended during the year as additional information becomes available, provided that total fund appropriations do not exceed the current estimated resources as certified by the county budget commission. The allocation of appropriations among departments and objects within a fund may be modified during the year only by an ordinance of City Council. The Finance Director is authorized to transfer appropriations between objects of expenditure budgeted within the same function, so long as total appropriations for each function do not exceed the amount approved by Council. During the year, several supplemental appropriations were necessary to budget for capital improvements, vehicle purchases, community service programs, and various incidental expenditures. The budgetary figures which appear in the "Statement of Revenues, Expenditures, and Changes in Fund Balances--Budget and Actual—General Fund," and in the "Statement of Revenues, Expenditures, and Changes in Fund Balances-Budget and Actual—Special Revenue Fund-City Services Fund" are provided on the budgetary basis to provide a comparison of actual results to the final budget, including all amendments and modifications.

###### **3. Encumbrances**

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

###### **4. Lapsing of Appropriations**

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

###### **5. Budgetary Basis of Accounting**

The City's budgetary process accounts for certain transactions on a basis other than generally accepted accounting principles (GAAP). The major differences between the budgetary basis and the GAAP basis lie in the manner in which revenues and expenditures are recorded. Under the budgetary basis, revenues and expenditures are recognized on a cash basis. Utilizing the cash basis, revenues are recorded when received in cash and expenditures when paid. Under the GAAP basis, revenues and expenditures are recorded on the modified accrual basis of accounting. On the budgetary basis investment earnings are recognized when realized, whereas on a GAAP basis unrealized gains and losses are recognized when investments are adjusted to fair value.



**CITY OF SYLVANIA, OHIO**

**Notes to the Basic Financial Statements  
For the Year Ended December 31, 2019**

**NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)**

**F. Budgetary Process (Continued)**

**5. Budgetary Basis of Accounting (Continued)**

The following table summarizes the adjustments necessary to reconcile the GAAP basis statements to the budgetary basis statements for the general fund and the major special revenue fund:

	Net Change In Fund Balance	
	General Fund	City Services Fund
GAAP Basis (as reported)	\$1,077,736	\$59,447
Increase (Decrease):		
Accrued Revenues at December 31, 2019 received during 2020	(1,071,048)	0
Accrued Revenues at December 31, 2018 received during 2019	1,006,365	6
Accrued Expenditures at December 31, 2019 paid during 2020	569,815	31,085
Accrued Expenditures at December 31, 2018 paid during 2019	(533,356)	(49,021)
2018 Prepays for 2019	37,447	649
2019 Prepays for 2020	(38,045)	(832)
2019 Accrued Revenues from Custodial Account	(100,649)	0
Budget Basis	\$948,265	\$41,334

**G. Cash and Cash Equivalents**

Cash and cash equivalents include amounts in demand deposits, the State Treasury Asset Reserve (STAR Ohio), and investments with original maturities of less than three months. The STAR Ohio is reported as a cash equivalent in the basic financial statements because it is a highly liquid instrument which is readily convertible to cash. The City pools its cash for investment and resource management purposes. Each fund's equity in pooled cash and investments represents the balance on hand as if each fund maintained its own cash and investment account. For purposes of the statement of cash flows, the proprietary funds' share of equity in pooled certificates of deposit are considered to be cash equivalents. See Note 5, "Cash, Cash Equivalents and Investments."

## **CITY OF SYLVANIA, OHIO**

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### ***Notes to the Basic Financial Statements For the Year Ended December 31, 2019***

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#### **NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)**

##### **H. Investments**

Investment procedures and interest allocations are restricted by provisions of the Ohio Constitution and the Ohio Revised Code. In accordance with GASB Statement No. 31, "Accounting and Financial Reporting for Certain Investments and for External Investment Pools" and GASB Statement No. 72, "Fair Value Measurement and Application", the City records all its investments at fair value except for nonparticipating investment contracts (certificates of deposit) which are reported at cost, which approximates fair value. All investment income, including changes in the fair value of investments, are recognized as revenue in the operating statements. The City categorizes its fair value measurements within the fair value hierarchy established by generally accepted accounting principles. During fiscal year 2019, investments were limited to Certificates of Deposit, FNMA, FHLMC, FHLB, FFCB, Freddie MAC, STAR Ohio, U.S. Treasury Notes, Sylvania Township Notes and the Toledo Community Foundation, Inc. Mutual Funds. See Note 5, "Cash, Cash Equivalents and Investments."

Interest revenue credited to the General Fund during fiscal year 2019 amounted to \$240,250, which includes \$191,451 assigned from other City funds.

During 2019, the City invested in STAR Ohio. STAR Ohio (the State Treasury Asset Reserve of 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 has adopted Governmental Accounting Standards Board (GASB), Statement No. 79, "Certain External Investment Pools and Pool Participants." The City measures their investment in STAR Ohio at the net asset value (NAV) per share provided by STAR Ohio. The NAV per share is calculated on an amortized cost basis that provides an NAV per share that approximates fair value.

For 2019, there were no limitations or restrictions on any participant withdrawals due to redemption notice periods, liquidity fees, or redemption gates. However, notice must be given 24 hours in advance of all deposits and withdrawals exceeding \$25 million. STAR Ohio reserves the right to limit the transaction to \$50 million, requiring the excess amount to be transacted the following business day(s), but only to the \$50 million limit. All accounts of the participant will be combined for these purposes.

##### **I. Inventory**

Inventory is stated at cost (first-in, first-out) in the governmental funds and at cost in the proprietary funds. The costs of inventory items are recorded as expenditures in the governmental funds when purchased and as expenses in the proprietary funds when used.

##### **J. Prepaid Items**

Payments made to vendors for services that will benefit periods beyond December 31, 2019, are recorded as prepaid items using the consumption method. A current asset for the prepaid amount is recorded at the time of the purchase and an expenditure/expense is reported in the year in which services are consumed.

## **CITY OF SYLVANIA, OHIO**

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### ***Notes to the Basic Financial Statements For the Year Ended December 31, 2019***

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#### **NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)**

##### **K. Capital Assets and Depreciation**

Capital assets are defined by the City as assets with an initial, individual cost of more than \$10,000, except for computer software which is capitalized if the purchase price, including license fees and installation, exceed \$50,000.

##### **1. Property, Plant and Equipment - Governmental Activities**

Governmental activities capital assets are those not directly related to the business-type funds. These generally are acquired or constructed for governmental activities and are recorded as expenditures in the governmental funds and are capitalized at cost (or estimated historical cost for assets not purchased in recent years). These assets are reported in the Governmental Activities column of the Government-wide Statement of Net Position, but they are not reported in the Fund Financial Statements. All infrastructure acquired prior to the implementation of GASB Statement No. 34, “*Basic Financial Statements – and Management’s Discussion and Analysis – for State and Local Governments*”, has been reported.

Contributed capital assets are recorded at acquisition value at the date received. Capital assets include land, buildings, building improvements, machinery, equipment and infrastructure. Infrastructure is defined as long-lived capital assets that normally are stationary in nature and normally can be preserved for a significant number of years. Examples of infrastructure include roads, bridges, curbs and gutters, streets and sidewalks, drainage systems and lighting systems. Estimated historical costs for governmental activities capital asset values were initially determined by identifying historical costs when such information was available. In cases where information supporting original cost was not obtainable, estimated historical costs were developed. For certain capital assets, the estimates were arrived at by indexing estimated current costs back to the estimated year of acquisition.

##### **2. Property, Plant and Equipment – Business Type Activities**

Property, plant and equipment acquired by the proprietary funds are stated at cost (or estimated historical cost), including interest capitalized during construction and architectural and engineering fees where applicable. Contributed capital assets are recorded at acquisition value at the date received. These assets are reported in both the Business-Type Activities column of the Government-wide Statement of Net Position and in the respective funds.

**CITY OF SYLVANIA, OHIO**

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**Notes to the Basic Financial Statements  
For the Year Ended December 31, 2019**

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**NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)**

**K. Capital Assets and Depreciation** (Continued)

3. Depreciation

All capital assets are depreciated, excluding land. Depreciation has been provided using the straight-line method over the following estimated useful lives:

Description	Governmental and Business-Type Activities Estimated Lives (in years)
Buildings	30
Improvements other than Buildings	20
Infrastructure	10-100
Machinery, Equipment, Furniture and Fixtures	5 - 20

**L. Long-Term Obligations**

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

Obligation	Fund
General Obligation Bonds	General Obligation Debt Service Fund Court Capital Improvement Water Fund
OPWC Loans Payable	Capital Improvement Fund Water Fund
Compensated Absences	General Fund Street Construction, Maintenance and Repair Fund Water Fund Sewer Fund
Net Pension/OPEB Liability	General Fund Street Construction, Maintenance and Repair Fund Water Fund Sewer Fund Resource Recovery Fund

## **CITY OF SYLVANIA, OHIO**

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### ***Notes to the Basic Financial Statements For the Year Ended December 31, 2019***

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#### **NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)**

##### **M. Compensated Absences**

Employees of the City earn vacation leave at various rates within limits specified under collective bargaining agreements or under statute. Vacation earned in a calendar year must be used during the following year. Vacation time cannot carry over into the subsequent year, unless written permission is granted from the Mayor. At termination or retirement, employees are paid at their full rate for 100% of their unused vacation leave.

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

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

For governmental funds, that portion of unpaid compensated absences that has matured and is expected to be paid using expendable, available resources is reported as an expenditure in the fund from which the individual earning the leave is paid, and a corresponding liability is reflected in the account "Compensated Absences Payable." In the government wide statement of net position, "Compensated Absences Payable" is recorded within the "Due within one year" account and the long-term portion of the liability is recorded within the "Due in more than one year" account. Compensated absences are expensed in the proprietary funds when earned and the related liability is reported within the fund.

##### **N. Net Position**

Net position represents the difference between assets plus deferred outflows of resources and liabilities plus deferred inflow of resources. Net investment in capital assets, net of related debt consists of capital assets, net of accumulated depreciation, reduced by the outstanding balances of any borrowings used for the acquisition, construction or improvement of those assets. Net position is reported as restricted when there are limitations imposed on their use either through the enabling legislation adopted by the City or through external restrictions imposed by creditors, grantors or laws or regulations of other governments.

The City first applies restricted resources when an expense is incurred for purposes for which both restricted and unrestricted net position is available.

## *CITY OF SYLVANIA, OHIO*

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### *Notes to the Basic Financial Statements For the Year Ended December 31, 2019*

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#### **NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)**

##### **O. Fund Balances**

In the fund financial statements, fund balance for governmental funds is reported in classifications that comprise a hierarchy based primarily on the extent to which the City is bound to honor constraints on the specific purpose for which amounts in the funds can be spent. Fund balance is reported in five components – nonspendable, restricted, committed, assigned and unassigned.

*Nonspendable* – Nonspendable fund balance includes amounts that cannot be spent because they are either not in spendable form or legally contractually required to be maintained intact.

*Restricted* – Restricted fund balance consists of amounts that have constraints placed on them either externally by third parties (creditors, grantors, contributors, or laws or regulations of other governments) or by law through constitutional provisions or enabling legislation. Enabling legislation authorizes the City to assess, levy, charge or otherwise mandate payment of resources (from external resource providers) and includes a legally enforceable requirement (compelled by external parties) that those resources be used only for the specific purposes stipulated in the legislation.

*Committed* – Committed fund balance consists of amounts that can only be used for specific purposes pursuant to constraints imposed by formal action of the City’s highest level of decision making authority. For the City, these constraints consist of ordinances passed by City Council. Committed amounts cannot be used for any other purpose unless the City removes or changes the specified use by taking the same type of action (ordinance) it employed previously to commit those amounts.

*Assigned* – Assigned fund balance consists of amounts that are constrained by the Council’s intent to be used for specific purposes, but are neither restricted nor committed.

*Unassigned* – Unassigned fund balance consists of amounts that have not been restricted, committed or assigned to specific purposes within the General Fund as well as negative fund balances in all other governmental funds.

When both restricted and unrestricted resources are available for use, it is the City’s policy to use restricted resources first (committed, assigned and unassigned), then unrestricted resources as they are needed. Within unrestricted fund balance, committed amounts are reduced first followed by assigned and then unassigned amounts when expenditures are incurred for purposes for which amounts in any of the unrestricted fund balance classifications could be used.

## ***CITY OF SYLVANIA, OHIO***

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### ***Notes to the Basic Financial Statements For the Year Ended December 31, 2019***

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#### **NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)**

##### **P. Pensions/Other Postemployment Benefits (OPEB)**

For purposes of measuring the net pension/OPEB liability, deferred outflows of resources and deferred inflows of resources related to pensions/OPEB, and pension/OPEB expense, information about the fiduciary net position of the pension/OPEB plans and additions to/deductions from their fiduciary net position have been determined on the same basis as they are reported by the pension/OPEB plan. For this purpose, benefit payments (including refunds of employee contributions) are recognized when due and payable in accordance with the benefit terms. The pension/OPEB plans report investments at fair value.

##### **Q. Interfund Activity**

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

Transfers between governmental and business-type activities on the government-wide statements are reported in the same manner as general revenues. In addition, interfund transfers between governmental funds are eliminated for reporting on the government-wide financial statements. Only transfers between governmental activities and business-type activities are reported on the statement of activities.

##### **R. Estimates**

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

##### **S. Operating Revenues and Expenses**

Proprietary funds distinguish operating revenues and expenses from nonoperating items. Operating revenues are those revenues that are generated directly from the primary activity of the proprietary funds. For the City, these revenues are charges for services for water treatment and distribution, wastewater collection and treatment, maintenance of storm water collection systems and collection of solid waste refuse. Operating expenses are necessary costs incurred to provide the good or service that is the primary activity of the fund. All revenues and expenses not meeting this definition are reported as nonoperating revenues and expenses.

## ***CITY OF SYLVANIA, OHIO***

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### ***Notes to the Basic Financial Statements For the Year Ended December 31, 2019***

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#### **NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)**

##### **T. Extraordinary and Special Items**

Extraordinary items are transactions or events that are both unusual in nature and infrequent in occurrence. Special items are transactions or events that are within the control of the City Council and that are either unusual in nature or infrequent in occurrence. Neither type of transaction occurred during fiscal year 2019.

##### **U. Fair Value**

The City categorizes its fair value measurements within the fair value hierarchy established by generally accepted accounting principles. The hierarchy is based on the valuation inputs used to measure the fair value of the asset. Level 1 inputs are quoted prices in active markets for identical assets. Active markets are those in which transactions for the asset or liability occur in sufficient frequency and volume to provide pricing information on an ongoing basis. Quoted prices are available in active markets for identical assets or liabilities as of the reporting date. Level 2 inputs are significant other observable inputs. Investments classified in Level 2 of the fair value hierarchy are valued using a matrix pricing technique. Matrix pricing is used to value securities based on the securities' relationship to benchmark quoted prices. Level 3 inputs are significant unobservable inputs.

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## *CITY OF SYLVANIA, OHIO*

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### *Notes to the Basic Financial Statements For the Year Ended December 31, 2019*

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#### **NOTE 2 – CHANGE IN ACCOUNTING PRINCIPLE**

For 2019, the City implemented Governmental Accounting Standards Board (GASB) Statement No. 83, “Certain Asset Retirement Obligations,” Statement No. 84, “Fiduciary Activities,” Statement No. 88, “Certain Disclosures Related to Debt, including Direct Borrowings and Direct Placements,” and Statement No. 90, “Majority Equity Interests—an amendment of GASB Statements No. 14 and No. 61.”

GASB Statement No. 83 establishes criteria for determining the timing and pattern of recognition of a liability and a corresponding deferred outflow of resources for asset retirement obligations.

GASB Statement No. 84 establishes criteria for identifying fiduciary activities of all state and local governments.

GASB Statement No. 88 revises the information that is disclosed in notes to government financial statements related to debt, including direct borrowings and direct placements. This Statement requires that additional essential information related to debt be disclosed in notes to financial statements.

GASB Statement No. 90 establishes criteria for reporting a government’s majority equity interest in a legally separate organization.

The implementation of the above GASB Statements did not have an effect on the financial statements of the City for 2019.

The implementation of GASB 84 had the following effect on the presentation of the financial statements of the City for 2019:

- Agency funds are now referred to as custodial funds
- Custodial funds now present a Statement of Changes in Net Position for the fiduciary fund.

#### **NOTE 3 - COMPLIANCE AND ACCOUNTABILITY**

**Fund Deficit** - The fund deficits at December 31, 2019 of \$196,181 in the Resource Recovery Fund (enterprise fund), and \$78,852 in the Self-Insurance Fund arose from the recognition of expenses on the full accrual basis which are greater than expenses recognized on the budgetary/cash basis. A deficit does not exist under the budgetary/cash basis of accounting. Transfers are provided when cash is required, not when accruals occur.

## CITY OF SYLVANIA, OHIO

### *Notes to the Basic Financial Statements For the Year Ended December 31, 2019*

#### NOTE 4 – FUND BALANCE CLASSIFICATION

Fund balance is classified as nonspendable, restricted, committed, assigned and unassigned based primarily on the extent to which the City is bound to observe constraints imposed upon the use of the resources in the governmental funds. The constraints placed on fund balance for the major governmental funds and all other governmental funds are presented below:

Fund Balances	General Fund	City Services Fund	General Obligation Bond Retirement Fund	Capital Improvement Fund	Other Governmental Funds	Total Governmental Funds
Nonspendable:						
Principal	\$0	\$0	\$0	\$0	\$1,063	\$1,063
Prepaid Items	38,045	832	0	0	4,554	43,431
Supplies Inventory	186,636	0	0	0	112,493	299,129
Total Nonspendable	<u>224,681</u>	<u>832</u>	<u>0</u>	<u>0</u>	<u>118,110</u>	<u>343,623</u>
Restricted:						
City Services	0	849,225	0	0	0	849,225
Street Construction and Maintenance	0	0	0	0	717,456	717,456
City Permissive Tax	0	0	0	0	625,863	625,863
State Highway Improvement	0	0	0	0	257,723	257,723
Law Enforcement	0	0	0	0	139,814	139,814
Indigent Driver	0	0	0	0	215,696	215,696
Federal Equitable Sharing	0	0	0	0	46,054	46,054
Indigent Support	0	0	0	0	42,930	42,930
Court Capital Improvement	0	0	0	0	161,475	161,475
Police Pension	0	0	0	0	132,247	132,247
Total Restricted	<u>0</u>	<u>849,225</u>	<u>0</u>	<u>0</u>	<u>2,339,258</u>	<u>3,188,483</u>
Committed:						
Capital Improvements	0	0	0	10,843,076	0	10,843,076
War Memorial	0	0	0	0	150	150
Parks/Recreation	0	0	0	0	91,738	91,738
Total Committed	<u>0</u>	<u>0</u>	<u>0</u>	<u>10,843,076</u>	<u>91,888</u>	<u>10,934,964</u>
Assigned:						
Police Community Affairs	0	0	0	0	35,949	35,949
Debt Service	0	0	1,052,654	0	0	1,052,654
Total Assigned	<u>0</u>	<u>0</u>	<u>1,052,654</u>	<u>0</u>	<u>35,949</u>	<u>1,088,603</u>
Unassigned	6,145,639	0	0	0	0	6,145,639
Total Fund Balances	<u>\$6,370,320</u>	<u>\$850,057</u>	<u>\$1,052,654</u>	<u>\$10,843,076</u>	<u>\$2,585,205</u>	<u>\$21,701,312</u>

## ***CITY OF SYLVANIA, OHIO***

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### ***Notes to the Basic Financial Statements For the Year Ended December 31, 2019***

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#### **NOTE 5 - CASH, CASH EQUIVALENTS AND INVESTMENTS**

Cash resources of several individual funds are combined to form a pool of cash, cash equivalents and investments. In addition, investments are separately held by a number of individual funds.

Statutes require the classification of funds held by the City into three categories:

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

Category 2 consists of "inactive" funds - those funds not required for use within the current five year period of designation of depositories. Inactive funds may be deposited or invested only as certificates of deposit maturing no later than the end of the current period of designation of depositories.

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## ***CITY OF SYLVANIA, OHIO***

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### ***Notes to the Basic Financial Statements For the Year Ended December 31, 2019***

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#### **NOTE 5 - CASH, CASH EQUIVALENTS AND INVESTMENTS (Continued)**

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

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

## CITY OF SYLVANIA, OHIO

### *Notes to the Basic Financial Statements For the Year Ended December 31, 2019*

#### NOTE 5 - CASH, CASH EQUIVALENTS AND INVESTMENTS (Continued)

##### **A. Deposits**

Custodial credit risk is the risk that, in the event of a bank failure, the City's deposits may not be returned. The City's policy is to place deposits with major local banks.

Ohio law requires that deposits be either insured or be protected by eligible securities pledged to the City and deposited with a qualified trustee by the financial institution as security for repayment whose market value at all times shall be at least 105 percent of the deposits being secured, or participation in the Ohio Pooled Collateral System (OPCS), a collateral pool of eligible securities deposited with a qualified trustee and pledged to the Treasurer of State to secure the repayment of all public monies deposited in the financial institution. OPCS requires the total market value of the securities pledged to be 102 percent of the deposits being secured or a rate set by the Treasurer of State.

At year end the carrying amount of the City's deposits was \$9,928,865 and the bank balance was \$10,228,787. Federal depository insurance covered \$1,008,169 of the bank balance and \$9,220,618 was exposed to custodial risk and was collateralized with securities held by the pledging financial institutions trust department or agent but not in the City's name and securities held in the Ohio Pooled Collateral System.

##### **B. Investments**

The City's investments at December 31, 2019 are summarized below:

	Measurement Value	Fair Value Hierarchy	Investment Maturities (in Years)			Greater Than 5
			less than 1	1-3	3-5	
Toledo Community Foundation, Inc. (mutual fund)	\$90,240	N/A	\$90,240	\$0	\$0	\$0
STAR Ohio	81,714	N/A	81,714	0	0	0
Sylvania Township Bonds	230,000	Level 2	0	85,000	90,000	55,000
Negotiable CD's	11,578,192	Level 2	2,318,246	5,201,288	4,058,658	0
FNMA	1,392,379	Level 2	399,910	992,469	0	0
FHLMC	685,630	Level 2	520,624	165,006	0	0
FHLB	399,970	Level 2	0	399,970	0	0
FFCB	1,140,171	Level 2	889,835	250,336	0	0
Freddie MAC	1,135,785	Level 2	399,670	736,115	0	0
U.S. Treasury Notes	839,409	N/A	0	839,409	0	0
<b>Total Investments</b>	<b>\$17,573,490</b>		<b>\$4,700,239</b>	<b>\$8,669,593</b>	<b>\$4,148,658</b>	<b>\$55,000</b>

*Interest Rate Risk* – The City's policy states that all investments must mature within five years from the date of settlement, unless the investment is matched to a specific obligation or debt of the City and is specifically approved by the Treasury Investment Board. Notwithstanding this limitation, in no case will the City funds be invested in securities with a term to maturity that exceeds the expected disbursement date of those funds.

## **CITY OF SYLVANIA, OHIO**

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### ***Notes to the Basic Financial Statements For the Year Ended December 31, 2019***

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#### **NOTE 5 - CASH, CASH EQUIVALENTS AND INVESTMENTS (Continued)**

##### **B. Investments** (Continued)

*Credit Risk* – The City’s investments in FNMA, FHLMC, FHLB, FFCB and Freddie MAC securities were rated AAA and Aaa by Standard & Poor’s and Moody’s Investor Services, respectively. Standard and Poor’s has assigned STAR Ohio an AAA money market rating.

*Custodial Credit Risk* – For an investment, custodial credit risk is the risk that in the event of the failure of the counterparty, the City will not be able to recover the value of its investments or collateral securities that are in the possession of an outside party. The City’s investments in Negotiable CD’s, FNMA, FHLMC, FHLB, FFCB, Freddie MAC and U.S. Treasury Notes securities in the amounts of \$11,578,192, \$1,392,379, \$685,630, \$399,970, \$1,140,171, \$1,135,785 and \$839,409, respectively, are uninsured and unregistered with securities held by the counterparty’s trust department or agent in the City’s name. The City has no investment policy dealing with investments’ custodial risk beyond the requirement in State statute 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* – Of the City’s investments, 66% are Negotiable CD’s, 8% are FNMA, 4% are FHLMC, 2% are FHLB, 6% are FFCB, 6% are Freddie MAC and 5% are U.S. Treasury Securities. The City’s policy states the portfolio shall be structured to diversify investments to reduce the risk of loss resulting from over-concentration of assets in a specific maturity, a specific issuer or specific type of security. The maximum percentage of the portfolio (book value at the date of acquisition) permitted in each eligible security type is as follows:

• U.S. Treasury	100% Maximum
• Federal Agency	100% Maximum
• Repurchase Agreements	20% Maximum
• Commercial Paper and Bankers Acceptances Combined	25% Maximum
• Certificates of Deposits	50% Maximum
• Municipal Obligations	10% Maximum
• STAR Ohio	50% Maximum

The City’s portfolio will be further diversified to limit the exposure to any one issuer. No more than 5% of the City’s total portfolio will be invested in the securities of any single issuer with the following exceptions:

• U.S. Government Obligations	100% Maximum
• Federal Agency Obligations	100% Maximum
• STAR Ohio	100% Maximum

## ***CITY OF SYLVANIA, OHIO***

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### ***Notes to the Basic Financial Statements For the Year Ended December 31, 2019***

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#### **NOTE 6 - TAXES**

##### **A. Property Taxes**

Property taxes include amounts levied against all real estate and public utility property, and tangible personal property used in business and located in the City. Real property taxes (other than public utility) collected during 2019 were levied after October 1, 2018 on assessed values as of January 1, 2018, the lien date. Assessed values were established by the County Auditor at 35% of appraised market value. All property is required to be reappraised every six years, and equalization adjustments are made in the third year following reappraisal. The last revaluation was completed in 2018 and the equalization adjustment was completed in 2015. Real property taxes are payable annually or semi-annually. The first payment is due in January; the remainder is payable by July.

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

The County Treasurer collects property taxes on behalf of all taxing districts in the County including the City of Sylvania. The County Auditor periodically remits to the City its portion of the taxes collected. The full tax rate for all City operations for the year ended December 31, 2019 was \$5.10 per \$1,000 of assessed value. The assessed value upon which the 2019 receipts were based was \$447,062,550. This amount constitutes \$441,041,830 in real property assessed value and \$6,020,720 in public utility assessed value.

Ohio law prohibits taxation of property from all taxing authorities in excess of 1% of assessed value without a vote of the people. Under current procedures, the City's share is .510% (5.10 mills) of assessed value.

##### **B. Income Tax**

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

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

# CITY OF SYLVANIA, OHIO

## Notes to the Basic Financial Statements For the Year Ended December 31, 2019

### NOTE 7 – TAX ABATEMENT DISCLOSURES

As of December 31, 2019, the City of Sylvania provides tax incentives under a Community Reinvestment Area (CRA).

#### Income Tax Abatements

The City of Sylvania created the Economic Development Grant for the purpose of maintaining Sylvania's competitiveness as a site for location of new businesses and the expansion of existing businesses. Pursuant to Ohio Revised Code Chapter 718 and City ordinance, the City provides an incentive to the company based upon the company's gross annual payroll, the amount of income tax generated annually and the number of jobs created or retained by the business. The abatement is administered as a refund based upon the company's payroll taxes. The City currently has three income tax abatements in place.

#### Real Estate Tax Abatements

Pursuant to Ohio Revised Code Chapter 5709, the City established a Community Reinvestment area in 1994. The City of Sylvania authorizes incentives through the passage of public ordinances, based upon each businesses investment criteria, and through a contractual application process with each business, including proof that the improvements have been made. The abatement equals an agreed upon percentage of the additional property tax resulting from the increase in assessed value as a result of the improvements. The amount of the abatement is deducted from the recipient's property tax bill. The establishment of the CRA gives the City the ability to maintain and expand businesses located in the City and create new jobs by abating or reducing assessed valuation of properties, resulting in abated taxes, from new or improved business real estate for office and industrial uses. The City currently has one real estate abatement in place.

Below is the information relevant to the disclosure of those programs for the year ended December 31, 2019.

Tax Abatement	Total Amount of Taxes Abated (Incentives Abated For the Year 2019 In Actual Dollars)
<i>Interrupt, LLC (2018 - 2022)</i>	
- Gross Dollar amount of income taxes abated during 2019	\$9,690
<i>First Insurance Group (2018 - 2022)</i>	
- Gross Dollar amount of income taxes abated during 2019	9,041
Total	<u>\$18,731</u>



**CITY OF SYLVANIA, OHIO**

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***Notes to the Basic Financial Statements  
For the Year Ended December 31, 2019***

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**NOTE 8 - RECEIVABLES**

Receivables at December 31, 2019 consisted of taxes, intergovernmental receivables, special assessments, accounts receivable and interest.

**NOTE 9 - TRANSFERS**

Following is a summary of transfers in and out for all funds for 2019:

	Transfers In:				
Transfers Out:	G.O. Debt Service Fund	Other Governmental Funds	Water Fund	Resource Recovery Fund	Total
General Fund	\$1,117,568	\$500,094	\$82,432	\$90,000	\$1,790,094
	\$1,117,568	\$500,094	\$82,432	\$90,000	\$1,790,094

Transfers are used to (1) move revenues from the fund that statute or budget required to collect them to the fund that statute or budget requires to expend them, (2) move receipts restricted to debt service from the funds collecting the receipts to the debt service fund as debt service payments become due, and (3) use unrestricted revenues collected in the general fund to finance various programs accounted for in other funds in accordance with budgetary authorization.

Transfers from the General Fund to the Debt Service Fund are to retire bonds issued for building construction that house these operations.

**CITY OF SYLVANIA, OHIO**

**Notes to the Basic Financial Statements  
For the Year Ended December 31, 2019**

**NOTE 10 - CAPITAL ASSETS**

**A. Governmental Activities Capital Assets**

Summary by category of changes in governmental activities capital assets at December 31, 2019:

**Historical Cost:**

Class	December 31, 2018	Additions	Disposals	December 31, 2019
<b>Capital assets not being depreciated:</b>				
Land	\$10,190,738	\$605,839	(\$991,650)	\$9,804,927
<b>Capital assets being depreciated:</b>				
Land Improvements	6,068,869	0	(108,836)	5,960,033
Buildings	8,981,058	0	(268,350)	8,712,708
Machinery and Equipment	5,927,795	196,234	(75,443)	6,048,586
Infrastructure	36,799,100	1,092,659	0	37,891,759
Total Cost	<u>\$67,967,560</u>	<u>\$1,894,732</u>	<u>(\$1,444,279)</u>	<u>\$68,418,013</u>

**Accumulated Depreciation:**

Class	December 31, 2018	Additions	Disposals	December 31, 2019
Land Improvements	(\$1,682,902)	(\$233,002)	\$0	(\$1,915,904)
Buildings	(5,982,107)	(365,154)	8,945	(6,338,316)
Machinery and Equipment	(4,960,116)	(232,532)	13,837	(5,178,811)
Infrastructure	(16,237,008)	(947,679)	0	(17,184,687)
Total Depreciation	<u>(\$28,862,133)</u>	<u>(\$1,778,367) *</u>	<u>\$22,782</u>	<u>(\$30,617,718)</u>
<b>Net Value:</b>	<u>\$39,105,427</u>			<u>\$37,800,295</u>

\* Depreciation expenses were charged to governmental functions as follows:

Security of Persons and Property	\$132,510
Public Health and Welfare Services	9,790
Leisure Time Activities	96,075
Community Environment	63,861
Basic Utility Services	106,059
Transportation	876,450
General Government	493,622
Total Depreciation Expense	<u>\$1,778,367</u>

**CITY OF SYLVANIA, OHIO**

**Notes to the Basic Financial Statements  
For the Year Ended December 31, 2019**

**NOTE 10 - CAPITAL ASSETS (continued)**

**B. Business-Type Activities Capital Assets**

Summary by Category at December 31, 2019:

*Historical Cost:*

Class	December 31, 2018	Additions	Disposals	December 31, 2019
<i>Capital assets being depreciated:</i>				
Buildings	619,633	0	0	619,633
Machinery and Equipment	1,584,108	0	0	1,584,108
Improvements	40,996,981	214,083	0	41,211,064
Total Cost	<u>\$43,200,722</u>	<u>\$214,083</u>	<u>\$0</u>	<u>\$43,414,805</u>

*Accumulated Depreciation:*

Class	December 31, 2018	Additions	Disposals	December 31, 2019
Buildings	(\$573,401)	(\$2,132)	\$0	(\$575,533)
Machinery and Equipment	(1,551,373)	(20,630)	0	(1,572,003)
Improvements	(23,898,072)	(878,307)	0	(24,776,379)
Total Depreciation	<u>(\$26,022,846)</u>	<u>(\$901,069)</u>	<u>\$0</u>	<u>(\$26,923,915)</u>
<i>Net Value:</i>	<u>\$17,177,876</u>			<u>\$16,490,890</u>

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## **CITY OF SYLVANIA, OHIO**

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### ***Notes to the Basic Financial Statements For the Year Ended December 31, 2019***

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#### **NOTE 11 – DEFINED BENEFIT PENSION PLANS**

##### ***Net Pension Liability***

The net pension liability reported on the statement of net position represents a liability to employees for pensions. Pensions are a component of exchange transactions—between an employer and its employees—of salaries and benefits for employee services. Pensions are provided to an employee—on a deferred-payment basis—as part of the total compensation package offered by an employer for employee services each financial period. The obligation to sacrifice resources for pensions is a present obligation because it was created as a result of employment exchanges that already have occurred.

The net pension liability represents the City’s proportionate share of each pension plan’s collective actuarial present value of projected benefit payments attributable to past periods of service, net of each pension plan’s fiduciary net position. The net pension liability calculation is dependent on critical long-term variables, including estimated average life expectancies, earnings on investments, cost of living adjustments and others. While these estimates use the best information available, unknowable future events require adjusting this estimate annually.

Ohio Revised Code limits the City’s obligation for this liability to annually required payments. The City cannot control benefit terms or the manner in which pensions are financed; however, the City does receive the benefit of employees’ services in exchange for compensation including pension.

GASB 68 assumes the liability is solely the obligation of the employer, because (1) they benefit from employee services; and (2) State statute requires all funding to come from these employers. All contributions to date have come solely from these employers (which also includes costs paid in the form of withholdings from employees). State statute requires the pension plans to amortize unfunded liabilities within 30 years. If the amortization period exceeds 30 years, each pension plan’s board must propose corrective action to the State legislature. Any resulting legislative change to benefits or funding could significantly affect the net pension liability. Resulting adjustments to the net pension liability would be effective when the changes are legally enforceable.

The proportionate share of each plan’s unfunded benefits is presented as a long-term *net pension liability* on the accrual basis of accounting. Any liability for the contractually-required pension contribution outstanding at the end of the year is included in *accrued wages and benefits* on both the accrual and modified accrual bases of accounting.

##### ***Plan Description – Ohio Public Employees Retirement System (OPERS)***

Plan Description - City employees, other than full-time police and firefighters, participate in the Ohio Public Employees Retirement System (OPERS). OPERS administers three separate pension plans. The traditional pension plan is a cost-sharing, multiple-employer defined benefit pension plan. The member-directed plan is a defined contribution plan and the combined plan is a cost-sharing, multiple-employer defined benefit pension plan with defined contribution features. While members (e.g. City employees) may elect the member-directed plan and the combined plan, substantially all employee members are in OPERS’ traditional plan; therefore, the following disclosure focuses on the traditional pension plan.

## CITY OF SYLVANIA, OHIO

### *Notes to the Basic Financial Statements For the Year Ended December 31, 2019*

#### **NOTE 11 – DEFINED BENEFIT PENSION PLANS (Continued)**

OPERS provides retirement, disability, survivor and death benefits, and annual cost of living adjustments to members of the traditional plan. Authority to establish and amend benefits is provided by Chapter 145 of the Ohio Revised Code. OPERS issues a stand-alone financial report that includes financial statements, required supplementary information and detailed information about OPERS' fiduciary net position that may be obtained by visiting <https://www.opers.org/financial/reports.shtml>, by writing to the Ohio Public Employees Retirement System, 277 East Town Street, Columbus, Ohio 43215-4642, or by calling 800-222-7377.

Senate Bill (SB) 343 was enacted into law with an effective date of January 7, 2013. In the legislation, members were categorized into three groups with varying provisions of the law applicable to each group. The following table provides age and service requirements for retirement and the retirement formula applied to final average salary (FAS) for the three member groups under the traditional plan as per the reduced benefits adopted by SB 343 (see OPERS CAFR referenced above for additional information, including requirements for reduced and unreduced benefits):

<b>Group A</b>	<b>Group B</b>	<b>Group C</b>
Eligible to retire prior to January 7, 2013 or five years after January 7, 2013	20 years of service credit prior to January 7, 2013 or eligible to retire ten years after January 7, 2013	Members not in other Groups and members hired on or after January 7, 2013
<b>State and Local</b>	<b>State and Local</b>	<b>State and Local</b>
<b>Age and Service Requirements:</b> Age 60 with 60 months of service credit or Age 55 with 25 years of service credit	<b>Age and Service Requirements:</b> Age 60 with 60 months of service credit or Age 55 with 25 years of service credit	<b>Age and Service Requirements:</b> Age 57 with 25 years of service credit or Age 62 with 5 years of service credit
<b>Formula:</b> 2.2% of FAS multiplied by years of service for the first 30 years and 2.5% for service years in excess of 30	<b>Formula:</b> 2.2% of FAS multiplied by years of service for the first 30 years and 2.5% for service years in excess of 30	<b>Formula:</b> 2.2% of FAS multiplied by years of service for the first 35 years and 2.5% for service years in excess of 35

Final average Salary (FAS) represents the average of the three highest years of earnings over a member's career for Groups A and B. Group C is based on the average of the five highest years of earnings over a member's career.

Members who retire before meeting the age and years of service credit requirement for unreduced benefits receive a percentage reduction in the benefit amount.

When a benefit recipient has received benefits for 12 months, an annual cost of living adjustment (COLA) is provided. This COLA is calculated on the base retirement benefit at the date of retirement and is not compounded. For those retiring prior to January 7, 2013, the COLA will continue to be a 3.00% simple annual COLA. For those retiring subsequent to January 7, 2013, beginning in calendar year 2019, the COLA will be based on the average percentage increase in the Consumer Price Index, capped at 3.00%.

Benefits in the Combined Plan consist of both an age-and-service formula benefit (defined benefit) and a defined contribution element. The defined benefit element is calculated on the basis of age, FAS, and years of service. Eligibility regarding age and years of service in the Combined Plan is the same as the Traditional Pension Plan. The benefit formula for the defined benefit component of the plan for State and Local members in transition Groups A and B applies a factor of 1.00% to the member's FAS for the first 30 years of service.

**CITY OF SYLVANIA, OHIO**

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**Notes to the Basic Financial Statements  
For the Year Ended December 31, 2019**

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**NOTE 11 – DEFINED BENEFIT PENSION PLANS (Continued)**

A factor of 1.25% is applied to years of service in excess of 30. The benefit formula for transition Group C applies a factor of 1.0% to the member's FAS and the first 35 years of service and a factor of 1.25% is applied to years in excess of 35. Persons retiring before age 65 with less than 30 years of service credit receive a percentage reduction in benefit. The defined contribution portion of the benefit is based on accumulated member contributions plus or minus any investment gains or losses on those contributions. Members retiring under the Combined Plan receive a 2.25% COLA adjustment on the defined benefit portion of their benefit.

Defined contribution plan benefits are established in the plan documents, which may be amended by the OPERS's Board of Trustees. Member-Directed Plan and Combined Plan members who have met the retirement eligibility requirements may apply for retirement benefits. The amount available for defined contribution benefits in the Combined Plan consists of the member's contributions plus or minus the investment gains or losses resulting from the member's investment selections. The amount available for defined contribution benefits in the Member-Directed Plan consists of the members' contributions, vested employer contributions and investment gains or losses resulting from the members' investment selections. Employer contributions and associated investment earnings vest over a five-year period, at a rate of 20% each year. For additional information, see the Plan Statement in the OPERS CAFR.

Funding Policy - The Ohio Revised Code (ORC) provides statutory authority for member and employer contributions as follows:

	<u>State and Local</u>
<b>2019 Statutory Maximum Contribution Rates</b>	
Employer	14.0 %
Employee	10.0 %
<b>2019 Actual Contribution Rates</b>	
Employer:	
Pension	14.0 %
Post-employment Health Care Benefits	<u>0.0</u>
Total Employer	<u>14.0 %</u>
Employee	<u>10.0 %</u>

Employer contribution rates are actuarially determined and are expressed as a percentage of covered payroll. The City's contractually required contribution was \$784,809 for 2019. Of this amount, \$96,790 is reported as accrued wages and benefits.

## ***CITY OF SYLVANIA, OHIO***

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### ***Notes to the Basic Financial Statements For the Year Ended December 31, 2019***

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#### **NOTE 11 – DEFINED BENEFIT PENSION PLANS (Continued)**

##### ***Plan Description – Ohio Police & Fire Pension Fund (OPF)***

Plan Description - City full-time police and firefighters participate in Ohio Police and Fire Pension Fund (OPF), a cost-sharing, multiple-employer defined benefit pension plan administered by OPF. OPF 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. OPF issues a publicly available financial report that includes financial information and required supplementary information and detailed information about OPF fiduciary net position. The report that may be obtained by visiting the OPF website at [www.op-f.org](http://www.op-f.org) or by writing to the Ohio Police and Fire Pension Fund, 140 East Town Street, Columbus, Ohio 43215-5164.

Upon attaining a qualifying age with sufficient years of service, a member of OPF may retire and receive a lifetime monthly pension. OPF offers four types of service retirement: normal, service commuted, age/service commuted and actuarially reduced. Each type has different eligibility guidelines and is calculated using the member's average annual salary. The following discussion of the pension formula relates to normal service retirement.

For members hired after July 1, 2013, the minimum retirement age is 52 for normal service retirement with at least 25 years of service credit. For members hired on or before July 1, 2013, the minimum retirement age is 48 for normal service retirement with at least 25 years of service credit.

The annual pension benefit for normal service retirement is equal to a percentage of the allowable average annual salary. The percentage equals 2.5 percent for each of the first 20 years of service credit, 2.0 percent for each of the next five years of service credit and 1.5 percent for each year of service credit in excess of 25 years. The maximum pension of 72 percent of the allowable average annual salary is paid after 33 years of service credit. See OP&F CAFR referenced above for additional information, including requirements for Deferred Retirement Option Plan provisions and reduced and unreduced benefits.

Under normal service retirement, retired members who are at least 55 years old and have been receiving OPF benefits for at least one year may be eligible for a cost-of-living allowance adjustment. The age 55 provision for receiving a COLA does not apply to those who are receiving a permanent and total disability benefit and statutory survivors. Members participating in the DROP program have separate eligibility requirements related to COLA.

Members retiring under normal service retirement, with less than 15 years of service credit on July 1, 2013, and members whose pension benefit became effective on or after July 1, 2013, will receive a COLA equal to a percentage of the member's base pension benefit where the percentage is the lesser of three percent or the percentage increase in the consumer price index, if any, over the 12 month period that ends on the thirtieth day of September of the immediately preceding year, rounded to the nearest one-tenth of one percent.

**CITY OF SYLVANIA, OHIO**

**Notes to the Basic Financial Statements  
For the Year Ended December 31, 2019**

**NOTE 11 – DEFINED BENEFIT PENSION PLANS (Continued)**

Funding Policy - The Ohio Revised Code (ORC) provides statutory authority for member and employer contributions as follows:

	Police
<b>2019 Statutory Maximum Contribution Rates</b>	
Employer	19.50 %
Employee:	
January 1, 2019 through December 31, 2019	12.25 %
<b>2019 Actual Contribution Rates</b>	
Employer:	
Pension	19.00 %
Post-employment Health Care Benefits	0.50
Total Employer	19.50 %
Employee:	
January 1, 2019 through December 31, 2019	12.25 %

Employer contribution rates are expressed as a percentage of covered payroll. The City’s contractually required contribution to OPF was \$518,656 for 2019. Of this amount, \$64,066 is reported as accrued wages and benefits.

***Pension Liabilities, Pension Expense, and Deferred Outflows of Resources and Deferred Inflows of Resources Related to Pensions***

The net pension liability for OPERS was measured as of December 31, 2018, and the total pension liability used to calculate the net pension liability was determined by an actuarial valuation as of that date. OPF’s total pension liability was measured as of December 31, 2018, and was determined by rolling forward the total pension liability as of January 1, 2018, to December 31, 2018. The City’s proportion of the net pension liability was based on the City’s share of contributions to the pension plan relative to the contributions of all participating entities. Following is information related to the proportionate share and pension expense:

	OPERS	OP&F	Total
Proportionate Share of the Net Pension Liability	\$11,145,258	\$8,868,058	\$20,013,316
Proportion of the Net Pension Liability-2019	0.040694%	0.108642%	
Proportion of the Net Pension Liability-2018	0.042682%	0.116479%	
Percentage Change	(0.001988%)	(0.007837%)	
Pension Expense	\$2,507,600	\$1,130,742	\$3,638,342



**CITY OF SYLVANIA, OHIO**

**Notes to the Basic Financial Statements  
For the Year Ended December 31, 2019**

**NOTE 11 – DEFINED BENEFIT PENSION PLANS (Continued)**

At December 31, 2019, the City reported deferred outflows of resources and deferred inflows of resources related to pensions from the following sources:

	<u>OPERS</u>	<u>OP&amp;F</u>	<u>Total</u>
<b>Deferred Outflows of Resources</b>			
Changes in assumptions	\$970,226	\$235,105	\$1,205,331
Differences between expected and actual experience	513	364,355	364,868
Net difference between projected and actual earnings on pension plan investments	1,512,723	1,092,535	2,605,258
Change in proportionate share	89,689	301,867	391,556
City contributions subsequent to the measurement date	784,809	518,656	1,303,465
Total Deferred Outflows of Resources	<u>\$3,357,960</u>	<u>\$2,512,518</u>	<u>\$5,870,478</u>
<b>Deferred Inflows of Resources</b>			
Differences between expected and actual experience	\$146,344	\$8,282	\$154,626
Change in proportionate share	229,802	482,866	712,668
Total Deferred Inflows of Resources	<u>\$376,146</u>	<u>\$491,148</u>	<u>\$867,294</u>

\$1,303,465 reported as deferred outflows of resources related to pension resulting from City contributions subsequent to the measurement date will be recognized as a reduction of the net pension liability in the year ending December 31, 2020. Other amounts reported as deferred outflows of resources and deferred inflows of resources related to pension will be recognized in pension expense as follows:

	<u>OPERS</u>	<u>OP&amp;F</u>	<u>Total</u>
Year Ending December 31:			
2020	\$972,534	\$476,634	\$1,449,168
2021	380,602	237,730	618,332
2022	140,335	282,994	423,329
2023	703,534	474,110	1,177,644
2024	0	31,246	31,246
Total	<u>\$2,197,005</u>	<u>\$1,502,714</u>	<u>\$3,699,719</u>

**Actuarial Assumptions - OPERS**

Actuarial valuations of an ongoing plan involve estimates of the values of reported amounts and assumptions about the probability of occurrence of events far into the future. Examples include assumptions about future employment, mortality, and cost trends. Actuarially determined amounts are subject to continual review or modification as actual results are compared with past expectations and new estimates are made about the future.

**CITY OF SYLVANIA, OHIO**

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**Notes to the Basic Financial Statements  
For the Year Ended December 31, 2019**

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**NOTE 11 – DEFINED BENEFIT PENSION PLANS (Continued)**

Projections of benefits for financial reporting purposes are based on the substantive plan (the plan as understood by the employers and plan members) and include the types of benefits provided at the time of each valuation. The total pension liability in the December 31, 2018 and December 31, 2017 actuarial valuation was determined using the following actuarial assumptions, applied to all periods included in the measurement:

	December 31, 2018
Wage Inflation	3.25 percent
Future Salary Increases, including inflation	3.25 to 10.75 percent including wage inflation
COLA or Ad Hoc COLA (Pre 1/7/13 retirees)	3 percent simple
COLA or Ad Hoc COLA (Post 1/7/13 retirees)	3 percent simple through 2018. 2.15 percent simple, thereafter
Investment Rate of Return	7.2 percent
Actuarial Cost Method	Individual Entry Age
	December 31, 2017
Wage Inflation	3.25 percent
Future Salary Increases, including inflation	3.25 to 10.75 percent including wage inflation
COLA or Ad Hoc COLA (Pre 1/7/13 retirees)	3 percent simple
COLA or Ad Hoc COLA (Post 1/7/13 retirees)	3 percent simple through 2018. 2.15 percent simple, thereafter
Investment Rate of Return	7.5 percent
Actuarial Cost Method	Individual Entry Age

Pre-retirement mortality rates are based on the RP-2014 Employees mortality table for males and females, adjusted for mortality improvement back to the observation period base year of 2006. The base year for males and females was then established to be 2015 and 2010, respectively. Post-retirement mortality rates are based on the RP-2014 Healthy Annuitant mortality table for males and females, adjusted for mortality improvement back to the observation period base year of 2006. The base year for males and females was then established to be 2015 and 2010, respectively. Post-retirement mortality rates for disabled retirees are based on the RP-2014 Disabled mortality table for males and females, adjusted for mortality improvement back to the observation period base year of 2006. The base year for males and females was then established to be 2015 and 2010, respectively. Mortality rates for a particular calendar year are determined by applying the MP-2015 mortality improvement scale to all of the above described tables.

The most recent experience study was completed for the five year period ended December 31, 2015.

The long-term rate of return on defined benefit investment assets was determined using a building-block method in which best-estimate ranges of expected future real rates of return are developed for each major asset class. These ranges are combined to produce the long-term expected real rate of return by weighting the expected future real rates of return by the target asset allocation percentage, adjusted for inflation.

During 2018, OPERS managed investments in three investment portfolios: the Defined Benefit portfolio, the Health Care portfolio, and the Defined Contribution portfolio. The Defined Benefit portfolio contains the investment assets for the Traditional Pension Plan, the defined benefit component of the Combined Plan and the annuitized accounts of the Member-Directed Plan. Within the Defined Benefit portfolio, contributions into the plans are all recorded at the same time, and benefit payments all occur on the first of the month. Accordingly, the money-weighted rate of return is considered to be the same for all plans within the portfolio. The annual money-weighted rate of return expressing investment performance, net of investment expenses and adjusted for the changing amounts actually invested, for the Defined Benefit portfolio was a loss of 2.94% for 2018.

**CITY OF SYLVANIA, OHIO**

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**Notes to the Basic Financial Statements  
For the Year Ended December 31, 2019**

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**NOTE 11 – DEFINED BENEFIT PENSION PLANS (Continued)**

The allocation of investment assets with the Defined Benefit portfolio is approved by the Board of Trustees as outlined in the annual investment plan. Plan assets are managed on a total return basis with a long-term objective of achieving and maintaining a fully funded status for the benefits provided through the defined benefit pension plans. The table below displays the Board-approved asset allocation policy for 2018 and the long-term expected real rates of return:

Asset Class	Target Allocation	Weighted Average Long-Term Expected Real Rate of Return (Arithmetic)
Fixed Income	23.00 %	2.79 %
Domestic Equities	19.00	6.21
Real Estate	10.00	4.90
Private Equity	10.00	10.81
International Equities	20.00	7.83
Other investments	18.00	5.50
<b>Total</b>	<b>100.00 %</b>	<b>5.95 %</b>

**Discount Rate** The discount rate used to measure the total pension liability was 7.2 percent. The projection of cash flows used to determine the discount rate assumed that contributions from plan members and those of the contributing employers are made at the statutorily required rates. Based on those assumptions, the pension plan’s fiduciary net position was projected to be available to make all projected future benefits payments of current plan members. Therefore, the long-term expected rate of return on pension plan investments was applied to all periods of projected benefit payments to determine the total pension liability.

**Sensitivity of the City’s Proportionate Share of the Net Pension Liability to Changes in the Discount Rate** The following table presents the City’s proportionate share of the net pension liability calculated using the current period discount rate assumption of 7.2 percent, as well as what the City’s proportionate share of the net pension liability would be if it were calculated using a discount rate that is one-percentage-point lower (6.2 percent) or one-percentage-point higher (8.2 percent) than the current rate:

	1% Decrease (6.20%)	Current Discount Rate (7.20%)	1% Increase (8.20%)
City's proportionate share of the net pension liability	\$16,464,792	\$11,145,258	\$6,724,684

**CITY OF SYLVANIA, OHIO**

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**Notes to the Basic Financial Statements  
For the Year Ended December 31, 2019**

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**NOTE 11 – DEFINED BENEFIT PENSION PLANS (Continued)**

**Actuarial Assumptions – OPF**

OPF’s total pension liability as of December 31, 2018 is based on the results of an actuarial valuation date of January 1, 2018, and rolled-forward using generally accepted actuarial procedures. The total pension liability is determined by OPF’s actuaries in accordance with GASB Statement No. 67, as part of their annual valuation. Actuarial valuations of an ongoing plan involve estimates of reported amounts and assumptions about probability of occurrence of events far into the future. Examples include assumptions about future employment mortality, salary increases, disabilities, retirements and employment terminations. Actuarially determined amounts are subject to continual review and potential modifications, as actual results are compared with past expectations and new estimates are made about the future. Assumptions considered were: withdrawal rates, disability retirement, service retirement, DROP elections, mortality, percent married and forms of the payment, DROP interest rate, CPI-based COLA, investment returns, salary increases and payroll growth.

Key methods and assumptions used in the latest actuarial valuation, reflecting experience study results, prepared as of January 1, 2018, compared with January 1, 2017, are presented below.

	January 1, 2018
Valuation Date	January 1, 2018, with actuarial liabilities rolled forward to December 31, 2018
Actuarial Cost Method	Entry Age Normal
Investment Rate of Return	8.0 percent
Projected Salary Increases	3.75 percent to 10.5 percent
Payroll Growth	Inflation rate of 2.75 percent plus productivity increase rate of 0.5
Cost of Living Adjustments	3.00 percent simple; 2.2 percent simple for increased based on the lesser of the increase in CPI and 3 percent

For the January 1, 2018 valuation, mortality for non-disabled participants is based on the RP-2014 Total Employee and Healthy Annuitant Mortality Tables rolled back to 2006, adjusted according to the rates in the following table, and projected with the Buck Modified 2016 Improvement Scale. Rates for surviving beneficiaries are adjusted by 120 percent.

Age	Police	Fire
67 or less	77 %	68 %
68-77	105	87
78 and up	115	120

For the January 1, 2018 valuation, mortality for disabled retirees is based on the RP-2014 Disabled Mortality Tables rolled back to 2006, adjusted according to the rates in the following table, and projected with the Buck Modified 2016 Improvement Scale.

**CITY OF SYLVANIA, OHIO**

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**Notes to the Basic Financial Statements**  
**For the Year Ended December 31, 2019**

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**NOTE 11 – DEFINED BENEFIT PENSION PLANS (Continued)**

Age	Police	Fire
59 or less	35 %	35 %
60-69	60	45
70-79	75	70
80 and up	100	90

The most recent experience study was completed for the five year period ended December 31, 2016, the prior experience study was completed December 31, 2011.

The long-term expected rate of return on pension plan investments was determined using a building-block approach and assumes a time horizon, as defined in the Statement of Investment Policy. A forecasted rate of inflation serves as the baseline for the return expectation. Various real return premiums over the baseline inflation rate have been established for each asset class. The long-term expected nominal rate of return has been determined by calculating a weighted averaged of the expected real return premiums for each asset class, adding the projected inflation rate and adding the expected return from rebalancing uncorrelated asset classes.

Best estimates of the long-term expected geometric real rates of return for each major asset class included in OPF’s target asset allocation as of December 31, 2018 are summarized below:

Asset Class	Target Allocation	Long Term Expected Real Rate of Return
Cash and Cash Equivalents	0.00 %	0.80 %
Domestic Equity	16.00	5.50
Non-US Equity	16.00	5.90
Private Markets	8.00	8.40
Core Fixed Income *	23.00	2.60
High Yield Fixed Income	7.00	4.80
Private Credit	5.00	7.50
U.S. Inflation Linked Bonds*	17.00	2.30
Master Limited Partnerships	8.00	6.40
Real Assets	8.00	7.00
Private Real Estate	12.00	6.10
Total	120.00 %	

OPF’s Board of Trustees has incorporated the “risk parity” concept into OPF’s asset liability valuation with the goal of reducing equity risk exposure, which reduces overall Total Portfolio risk without sacrificing return, and creating a more risk-balanced portfolio based on their relationship between asset classes and economic environments. From the notional portfolio perspective above, the Total Portfolio may be levered up to 1.2 times due to the application of leverage in certain fixed income asset classes.

**CITY OF SYLVANIA, OHIO**

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***Notes to the Basic Financial Statements  
For the Year Ended December 31, 2019***

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**NOTE 11 – DEFINED BENEFIT PENSION PLANS (Continued)**

***Discount Rate*** For 2018, the total pension liability was calculated using the discount rate of 8.00 percent. The discount rate used for 2017 was 8.00 percent. The projection of cash flows used to determine the discount rate assumed the contributions from employers and from the members would be computed based on contribution requirements as stipulated by State statute. Projected inflows from investment earning were calculated using the longer-term assumed investment rate of return 8.00 percent. Based on those assumptions, the plan’s fiduciary net position was projected to be available to make all future benefit payments of current plan members. Therefore, a long-term expected rate of return on pension plan investments was applied to all periods of projected benefits to determine the total pension liability.

***Sensitivity of the City's Proportionate Share of the Net Pension Liability to Changes in the Discount Rate*** Net pension liability is sensitive to changes in the discount rate, and to illustrate the potential impact the following table presents the net pension liability calculated using the discount rate of 8.00 percent, as well as what the net pension liability would be if it were calculated using a discount rate that is one percentage point lower (7.00 percent), or one percentage point higher (9.00 percent) than the current rate.

	1% Decrease (7.00%)	Current Discount Rate (8.00%)	1% Increase (9.00%)
City's proportionate share of the net pension liability	\$11,656,451	\$8,868,058	\$6,537,953

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***Notes to the Basic Financial Statements  
For the Year Ended December 31, 2019***

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**NOTE 12 - DEFINED BENEFIT OPEB PLANS**

***Net OPEB Liability***

The net OPEB liability reported on the statement of net position represents a liability to employees for OPEB. OPEB is a component of exchange transactions—between an employer and its employees—of salaries and benefits for employee services. OPEB are provided to an employee—on a deferred-payment basis—as part of the total compensation package offered by an employer for employee services each financial period. The obligation to sacrifice resources for OPEB is a present obligation because it was created as a result of employment exchanges that already have occurred.

The net OPEB liability represents the City’s proportionate share of each OPEB plan’s collective actuarial present value of projected benefit payments attributable to past periods of service, net of each OPEB plan’s fiduciary net position. The net OPEB liability calculation is dependent on critical long-term variables, including estimated average life expectancies, earnings on investments, cost of living adjustments and others. While these estimates use the best information available, unknowable future events require adjusting these estimates annually.

Ohio Revised Code limits the City’s obligation for this liability to annually required payments. The City cannot control benefit terms or the manner in which OPEB are financed; however, the City does receive the benefit of employees’ services in exchange for compensation including OPEB.

GASB 75 assumes the liability is solely the obligation of the employer, because they benefit from employee services. OPEB contributions come from these employers and health care plan enrollees which pay a portion of the health care costs in the form of a monthly premium. The Ohio revised Code permits, but does not require the retirement systems to provide healthcare to eligible benefit recipients. Any change to benefits or funding could significantly affect the net OPEB liability. Resulting adjustments to the net OPEB liability would be effective when the changes are legally enforceable. The retirement systems may allocate a portion of the employer contributions to provide for these OPEB benefits.

The proportionate share of each plan’s unfunded benefits is presented as a long-term *net OPEB liability* on the accrual basis of accounting. Any liability for the contractually-required OPEB contribution outstanding at the end of the year is included in *accrued wages and benefits* on both the accrual and modified accrual bases of accounting.

## *CITY OF SYLVANIA, OHIO*

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### *Notes to the Basic Financial Statements For the Year Ended December 31, 2019*

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#### **NOTE 12 - DEFINED BENEFIT OPEB PLANS (Continued)**

##### ***Plan Description – Ohio Public Employees Retirement System (OPERS)***

Plan Description - The Ohio Public Employees Retirement System (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 post-employment health care trust, which funds multiple health care plans including medical coverage, prescription drug coverage and deposits to a Health Reimbursement Arrangement to qualifying benefit recipients of both the traditional pension and the combined plans. This trust is also used to fund health care for member-directed plan participants, in the form of a Retiree Medical Account (RMA). At retirement or refund, member directed plan participants may be eligible for reimbursement of qualified medical expenses from their vested RMA balance.

In order to qualify for postemployment health care coverage, age and service retirees under the traditional pension and combined plans must have twenty or more years of qualifying Ohio service credit. Health care coverage for disability benefit recipients and qualified survivor benefit recipients is available. The health care coverage provided by OPERS meets the definition of an Other Post Employment Benefit (OPEB) as described in GASB Statement 75. See OPERS' CAFR referenced below for additional information.

The Ohio Revised Code permits, but does not require OPERS to provide health care to its eligible benefit recipients. Authority to establish and amend health care coverage is provided to the Board in Chapter 145 of the Ohio Revised Code.

Disclosures for the health care plan are presented separately in the OPERS financial report. Interested parties may obtain a copy by visiting <https://www.opers.org/financial/reports.shtml>, 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 postemployment health care through their contributions to OPERS. When funding is approved by OPERS' Board of Trustees, a portion of each employer's contribution to OPERS is set aside to fund OPERS health care plans. Beginning in 2018, health care is not being funded.

Employer contribution rates are expressed as a percentage of the earnable salary of active members. In 2019, state and local employers contributed at a rate of 14.0 percent of earnable salary. These are the maximum employer contribution rates permitted by the Ohio Revised Code. Active member contributions do not fund health care.



## ***CITY OF SYLVANIA, OHIO***

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### ***Notes to the Basic Financial Statements For the Year Ended December 31, 2019***

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#### **NOTE 12 - DEFINED BENEFIT OPEB PLANS (Continued)**

Each year, the OPERS Board determines the portion of the employer contribution rate that will be set aside to fund health care plans. The portion of employer contributions allocated to health care for members in the Traditional Pension Plan and Combined Plan was 0 percent during calendar year 2019. The OPERS Board is also authorized to establish rules for the retiree or their surviving beneficiaries to pay a portion of the health care provided. Payment amounts vary depending on the number of covered dependents and the coverage selected. The employer contribution as a percentage of covered payroll deposited into the RMA for participants in the Member-Directed Plan for 2019 was 4.0 percent.

Employer contribution rates are actuarially determined and are expressed as a percentage of covered payroll. The City's contractually required contribution was \$0 for 2019.

#### ***Plan Description – Ohio Police & Fire Pension Fund (OP&F)***

Plan Description – The City contributes to the Ohio Police and Fire Pension Fund (OP&F) sponsored healthcare program, a cost-sharing, multiple-employer defined post-employment healthcare plan administered by a third-party provider. This program is not guaranteed and is subject to change at any time upon action of the Board of Trustees. OP&F provides health care benefits including coverage for medical, prescription drug, dental, vision, and Medicare Part B Premium to retirees, qualifying benefit recipients and their eligible dependents.

OP&F provides access to postretirement health care coverage for any person who receives or is eligible to receive a monthly service, disability, or statutory survivor benefit, or is a spouse or eligible dependent child of such person. The health care coverage provided by OP&F meets the definition of an Other Post Employment Benefit (OPEB) as described in Government Accounting Standards Board (GASB) Statement No. 75.

The Ohio Revised Code allows, but does not mandate, OP&F to provide OPEB benefits. Authority for the OP&F Board of Trustees to provide health care coverage to eligible participants and to establish and amend benefits 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. The report may be obtained by visiting the OP&F website at [www.op-f.org](http://www.op-f.org) or by writing to the Ohio Police and Fire Pension Fund, 140 East Town Street, Columbus, Ohio 43215-5164.

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 19.5 percent and 24 percent of covered payroll for police and fire employer units, respectively. The Ohio Revised Code states that the employer contribution may not exceed 19.5 percent of covered payroll for police employer units and 24 percent of covered payroll for fire employer units. Active members do not make contributions to the OPEB Plan.

**CITY OF SYLVANIA, OHIO**

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***Notes to the Basic Financial Statements  
For the Year Ended December 31, 2019***

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**NOTE 12 - DEFINED BENEFIT OPEB PLANS (Continued)**

OP&F maintains funds for health care in two separate accounts. There is one account for health care benefits and one account for Medicare Part B reimbursements. A separate health care trust accrual account is maintained for health care benefits under IRS Code Section 115 trust. An Internal Revenue Code 401(h) account is maintained for Medicare Part B reimbursements.

The Board of Trustees is authorized to allocate a portion of the total employer contributions made into the pension plan to the Section 115 trust and the Section 401(h) account as the employer contribution for retiree health care benefits. For 2019, the portion of employer contributions allocated to health care was 0.5 percent of covered payroll. The amount of employer contributions allocated to the health care plan each year is subject to the Trustees' primary responsibility to ensure that pension benefits are adequately funded and is limited by the provisions of Sections 115 and 401(h).

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

Beginning January 1, 2019, OP&F changed its retiree health care model to a stipend-based health care model. A stipend funded by OP&F will be placed in individual Health Reimbursement Accounts that retirees will use to be reimbursed for health care expenses.

The City's contractually required contribution to OP&F was \$13,649 for 2019.

***OPEB Liabilities, OPEB Expense, and Deferred Outflows of Resources and Deferred Inflows of Resources Related to OPEB***

The net OPEB liability and total OPEB liability for OPERS were determined by an actuarial valuation as of December 31, 2017, rolled forward to the measurement date of December 31, 2018, by incorporating the expected value of health care cost accruals, the actual health care payment, and interest accruals during the year. OP&F's total OPEB liability was measured as of December 31, 2018, and was determined by rolling forward the total OPEB liability as of January 1, 2018, to December 31, 2018. The City's proportion of the net OPEB liability was based on the City's share of contributions to the retirement plan relative to the contributions of all participating entities. Following is information related to the proportionate share and OPEB expense:

	<u>OPERS</u>	<u>OP&amp;F</u>	<u>Total</u>
Proportionate Share of the Net OPEB Liability	\$5,361,859	\$989,352	\$6,351,211
Proportion of the Net OPEB Liability-2019	0.041126%	0.108642%	
Proportion of the Net OPEB Liability-2018	<u>0.042426%</u>	<u>0.116479%</u>	
Percentage Change	<u>(0.001300%)</u>	<u>(0.007837%)</u>	
OPEB Expense	\$492,776	(\$4,879,893)	(\$4,387,117)

**CITY OF SYLVANIA, OHIO**

**Notes to the Basic Financial Statements  
For the Year Ended December 31, 2019**

**NOTE 12 - DEFINED BENEFIT OPEB PLANS (Continued)**

At December 31, 2019, the City reported deferred outflows of resources and deferred inflows of resources related to OPEB from the following sources:

	<u>OPERS</u>	<u>OP&amp;F</u>	<u>Total</u>
<b>Deferred Outflows of Resources</b>			
Changes of assumptions	\$172,871	\$512,832	\$685,703
Net difference between projected and actual earnings on pension plan investments	245,809	33,491	279,300
Differences between expected and actual experience	1,816	0	1,816
Change in proportionate share	58,402	274,106	332,508
City contributions subsequent to the measurement date	0	13,649	13,649
Total Deferred Outflows of Resources	<u>\$478,898</u>	<u>\$834,078</u>	<u>\$1,312,976</u>
<b>Deferred Inflows of Resources</b>			
Changes in assumptions	\$0	\$273,899	\$273,899
Differences between expected and actual experience	14,547	26,508	41,055
Change in proportionate share	94,700	348,397	443,097
Total Deferred Inflows of Resources	<u>\$109,247</u>	<u>\$648,804</u>	<u>\$758,051</u>

\$13,649 reported as deferred outflows of resources related to OPEB resulting from City contributions subsequent to the measurement date will be recognized as a reduction of the net OPEB liability in 2020. Other amounts reported as deferred outflows of resources and deferred inflows of resources related to OPEB will be recognized in OPEB expense as follows:

	<u>OPERS</u>	<u>OP&amp;F</u>	<u>Total</u>
Year Ending December 31:			
2020	\$199,044	\$33,362	\$232,406
2021	7,712	33,362	41,074
2022	39,065	33,364	72,429
2023	123,830	43,491	167,321
2024	0	27,522	27,522
2025-2026	0	524	524
Total	<u>\$369,651</u>	<u>\$171,625</u>	<u>\$541,276</u>

## *CITY OF SYLVANIA, OHIO*

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### *Notes to the Basic Financial Statements For the Year Ended December 31, 2019*

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#### **NOTE 12 - DEFINED BENEFIT OPEB PLANS (Continued)**

##### ***Actuarial Assumptions - OPERS***

Actuarial valuations of an ongoing plan involve estimates of the values of reported amounts and assumptions about the probability of occurrence of events far into the future. Examples include assumptions about future employment, mortality, and cost trends. Actuarially determined amounts are subject to continual review or modification as actual results are compared with past expectations and new estimates are made about the future.

Projections of benefits for financial reporting purposes are based on the substantive plan and include the types of coverage provided at the time of each valuation and the historical pattern of sharing of costs between OPERS and plan members. The total OPEB liability was determined by an actuarial valuation as of December 31, 2017, rolled forward to the measurement date of December 31, 2018. The actuarial valuation used the following actuarial assumptions applied to all prior periods included in the measurement in accordance with the requirements of GASB 74:

Wage Inflation	3.25 percent
Projected Salary Increases, including inflation	3.25 to 10.75 percent including wage inflation
Single Discount Rate:	
Current measurement date	3.96 percent
Prior Measurement date	3.85 percent
Investment Rate of Return:	
Current measurement date	6.00 percent
Prior Measurement date	6.50 percent
Municipal Bond Rate:	
Current measurement date	3.71 percent
Prior Measurement date	3.31 percent
Health Care Cost Trend Rate:	
Current measurement date	10.0 percent, initial 3.25 percent, ultimate in 2029
Prior Measurement date	7.5 percent, initial 3.25 percent, ultimate in 2028
Actuarial Cost Method	Individual Entry Age

Pre-retirement mortality rates are based on the RP-2014 Employees mortality table for males and females, adjusted for mortality improvement back to the observation period base year of 2006. The base year for males and females was then established to be 2015 and 2010, respectively. Post-retirement mortality rates are based on the RP-2014 Healthy Annuitant mortality table for males and females, adjusted for mortality improvement back to the observation period base year of 2006. The base year for males and females was then established to be 2015 and 2010, respectively. Post-retirement mortality rates for disabled retirees are based on the RP-2014 Disabled mortality table for males and females, adjusted for mortality improvement back to the observation period base year of 2006. The base year for males and females was then established to be 2015 and 2010, respectively. Mortality rates for a particular calendar year are determined by applying the MP-2015 mortality improvement scale to all of the above described tables.

The most recent experience study was completed for the five year period ended December 31, 2015.

**CITY OF SYLVANIA, OHIO**

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**Notes to the Basic Financial Statements  
For the Year Ended December 31, 2019**

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**NOTE 12 - DEFINED BENEFIT OPEB PLANS (Continued)**

The long-term expected rate of return on health care investment assets was determined using a building-block method in which best-estimate ranges of expected future real rates of return are developed for each major asset class. These ranges are combined to produce the long-term expected real rate of return by weighting the expected future real rates of return by the target asset allocation percentage, adjusted for inflation.

During 2018, OPERS managed investments in three investment portfolios: the Defined Benefit portfolio, the Health Care portfolio and the Defined Contribution portfolio. The Health Care portfolio includes the assets for health care expenses for the Traditional Pension Plan, Combined Plan and Member-Directed Plan eligible members. Within the Health Care portfolio, contributions into the plans are assumed to be received continuously throughout the year based on the actual payroll payable at the time contributions are made, and health care-related payments are assumed to occur mid-year. Accordingly, the money-weighted rate of return is considered to be the same for all plans within the portfolio. The annual money-weighted rate of return expressing investment performance, net of investment expenses and adjusted for the changing amounts actually invested, for the Health Care portfolio was a loss of 5.60 percent for 2018.

The allocation of investment assets with the Health Care portfolio is approved by the Board of Trustees as outlined in the annual investment plan. Assets are managed on a total return basis with a long-term objective of continuing to offer a sustainable health care program for current and future retirees. OPERS' primary goal is to achieve and maintain a fully funded status for the benefits provided through the defined pension plans. Health care is a discretionary benefit. The table below displays the Board-approved asset allocation policy for 2018 and the long-term expected real rates of return:

Asset Class	Target Allocation	Weighted Average Long-Term Expected Real Rate of Return (Arithmetic)
Fixed Income	34.00 %	2.42 %
Domestic Equities	21.00	6.21
Real Estate Investment Trust	6.00	5.98
International Equities	22.00	7.83
Other investments	17.00	5.57
<b>Total</b>	<b>100.00 %</b>	<b>5.16 %</b>

**Discount Rate** A single discount rate of 3.96 percent was used to measure the OPEB liability on the measurement date of December 31, 2018. A single discount rate of 3.85 percent was used to measure the OPEB liability on the measurement date of December 31, 2017. Projected benefit payments are required to be discounted to their actuarial present value using a single discount rate that reflects (1) a long-term expected rate of return on OPEB plan investments (to the extent that the health care fiduciary net position is projected to be sufficient to pay benefits), and (2) tax-exempt municipal bond rate based on an index of 20-year general obligation bonds with an average AA credit rating as of the measurement date (to the extent that the contributions for use with the long-term expected rate are not met). This single discount rate was based on an expected rate of return on the health care investment portfolio of 6.00 percent and a municipal bond rate of 3.71 percent.

**CITY OF SYLVANIA, OHIO**

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**Notes to the Basic Financial Statements  
For the Year Ended December 31, 2019**

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**NOTE 12 - DEFINED BENEFIT OPEB PLANS (Continued)**

The projection of cash flows used to determine this single discount rate assumed that employer contributions will be made at rates equal to the actuarially determined contribution rate. Based on these assumptions, the health care fiduciary net position and future contributions were sufficient to finance health care costs through 2031. As a result, the long-term expected rate of return on health care investments was applied to projected costs through the year 2031, and the municipal bond rate was applied to all health care costs after that date.

**Sensitivity of the City's Proportionate Share of the Net OPEB Liability to Changes in the Discount Rate** The following table presents the City's proportionate share of the net OPEB liability calculated using the single discount rate of 3.96 percent, as well as what the City's proportionate share of the net OPEB liability would be if it were calculated using a discount rate that is one-percentage-point lower (2.96 percent) or one-percentage-point higher (4.96 percent) than the current rate:

	1% Decrease (2.96%)	Current Discount Rate (3.96%)	1% Increase (4.96%)
City's proportionate share of the net OPEB liability	\$6,859,817	\$5,361,859	\$4,170,588

**Sensitivity of the City's Proportionate Share of the Net OPEB Liability to Changes in the Health Care Cost Trend Rate** Changes in the health care cost trend rate may also have a significant impact on the net OPEB liability. The following table presents the net OPEB liability calculated using the assumed trend rates, and the expected net OPEB liability if it were calculated using a health care cost trend rate that is 1.0 percent lower or 1.0 percent higher than the current rate.

Retiree health care valuations use a health care cost-trend assumption that changes over several years built into the assumption. The near-term rates reflect increases in the current cost of health care; the trend starting in 2019 is 10.00 percent. If this trend continues for future years, the projection indicates that years from now virtually all expenditures will be for health care. A more reasonable alternative is that in the not-too-distant future, the health plan cost trend will decrease to a level at, or near, wage inflation. On this basis, the actuaries project premium rate increases will continue to exceed wage inflation for approximately the next decade, but by less each year, until leveling off at an ultimate rate, assumed to be 3.25 percent in the most recent valuation.

	1% Decrease	Current Health Care Cost Trend Rate Assumption	1% Increase
City's proportionate share of the net OPEB liability	\$5,153,910	\$5,361,859	\$5,601,361

## CITY OF SYLVANIA, OHIO

### *Notes to the Basic Financial Statements For the Year Ended December 31, 2019*

#### **NOTE 12 - DEFINED BENEFIT OPEB PLANS (Continued)**

##### ***Actuarial Assumptions – OP&F***

OP&F's total OPEB liability as of December 31, 2018, is based on the results of an actuarial valuation date of January 1, 2018, and rolled-forward using generally accepted actuarial procedures. The total OPEB liability is determined by OP&F's actuaries in accordance with GASB Statement No. 74, as part of their annual valuation. Actuarial valuations of an ongoing plan involve estimates of reported amounts and assumptions about probability of occurrence of events far into the future. Examples include assumptions about future employment mortality, salary increases, disabilities, retirements and employment terminations. Actuarially determined amounts are subject to continual review and potential modifications, as actual results are compared with past expectations and new estimates are made about the future.

Projections of benefits for financial reporting purposes are based on the substantive plan (the plan as understood by the employers and plan members) and include the types of benefits provided at the time of each valuation and the historical pattern of sharing benefit costs between the employers and plan members to that point. The projection of benefits for financial reporting purposes does not explicitly incorporate the potential effects of legal or contractual funding limitations.

Actuarial calculations reflect a long-term perspective. For a newly hired employee, actuarial calculations will take into account the employee's entire career with the employer and also take into consideration the benefits, if any, paid to the employee after termination of employment until the death of the employee and any applicable contingent annuitant. In many cases, actuarial calculations reflect several decades of service with the employer and the payment of benefits after termination.

Key methods and assumptions used in the latest actuarial valuation, reflecting experience study results, are presented below.

Valuation Date	January 1, 2018, with actuarial liabilities rolled forward to December 31, 2018	January 1, 2017, with actuarial liabilities rolled forward to December 31, 2017
Actuarial Cost Method	Entry Age Normal	Entry Age Normal
Investment Rate of Return	8.0 percent	8.0 percent
Projected Salary Increases	3.75 percent to 10.5 percent	3.75 percent to 10.5 percent
Payroll Growth	Inflation rate of 2.75 percent plus productivity increase rate of 0.5	Inflation rate of 2.75 percent plus productivity increase rate of 0.5
Single discount rate	4.66 percent	3.24 percent
Cost of Living Adjustments	3.00 percent simple; 2.2 percent simple for increased based on the lesser of the increase in CPI and 3 percent	3.00 percent simple; 2.2 percent simple for increased based on the lesser of the increase in CPI and 3 percent

## *CITY OF SYLVANIA, OHIO*

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### *Notes to the Basic Financial Statements For the Year Ended December 31, 2019*

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#### **NOTE 12 - DEFINED BENEFIT OPEB PLANS (Continued)**

Mortality for non-disabled participants is based on the RP-2014 Total Employee and Healthy Annuitant Mortality Tables rolled back to 2006, adjusted according to the rates in the following table, and projected with the Buck Modified 2016 Improvement Scale. Rates for surviving beneficiaries are adjusted by 120 percent.

<u>Age</u>	<u>Police</u>	<u>Fire</u>
67 or less	77 %	68 %
68-77	105	87
78 and up	115	120

Mortality for disabled retirees is based on the RP-2014 Disabled Mortality Tables rolled back to 2006, adjusted according to the rates in the following table, and projected with the Buck Modified 2016 Improvement Scale.

<u>Age</u>	<u>Police</u>	<u>Fire</u>
59 or less	35 %	35 %
60-69	60	45
70-79	75	70
80 and up	100	90

The most recent experience study was completed for the five year period ended December 31, 2016, the prior experience study was completed December 31, 2011.

The long-term expected rate of return on OPEB plan investments was determined using a building-block approach and assumes a time horizon, as defined in the Statement of Investment Policy. A forecasted rate of inflation serves as the baseline for the return expected. Various real return premiums over the baseline inflation rate have been established for each asset class. The long-term expected nominal rate of return has been determined by calculating a weighted averaged of the expected real return premiums for each asset class, adding the projected inflation rate and adding the expected return from rebalancing uncorrelated asset classes. Best estimates of the long-term expected geometric real rates of return for each major asset class included in OP&F's target asset allocation as of December 31, 2018, are summarized below:



**CITY OF SYLVANIA, OHIO**

**Notes to the Basic Financial Statements  
For the Year Ended December 31, 2019**

**NOTE 12 - DEFINED BENEFIT OPEB PLANS (Continued)**

Asset Class	Target Allocation	Long Term Expected Real Rate of Return
Cash and Cash Equivalents	0.00 %	0.80 %
Domestic Equity	16.00	5.50
Non-US Equity	16.00	5.90
Private Markets	8.00	8.40
Core Fixed Income *	23.00	2.60
High Yield Fixed Income	7.00	4.80
Private Credit	5.00	7.50
U.S. Inflation Linked Bonds*	17.00	2.30
Master Limited Partnerships	8.00	6.40
Real Assets	8.00	7.00
Private Real Estate	12.00	6.10
Total	<u>120.00 %</u>	

OP&F's Board of Trustees has incorporated the risk parity concept into OP&F's asset liability valuation with the goal of reducing equity risk exposure, which reduces overall Total Portfolio risk without sacrificing return, and creating a more risk-balanced portfolio based on their relationship between asset classes and economic environments. From the notional portfolio perspective above, the Total Portfolio may be levered up to 1.2 times due to the application of leverage in certain fixed income asset classes.

**Discount Rate** The total OPEB liability was calculated using the discount rate of 4.66 percent. The projection of cash flows used to determine the discount rate assumed the contribution from employers and from members would be computed based on contribution requirements as stipulated by state statute. Projected inflows from investment earnings were calculated using the longer-term assumed investment rate of return 8 percent. Based on those assumptions, OP&F's fiduciary net position was projected to not be able to make all future benefit payments of current plan members. Therefore, a municipal bond rate of 4.13 percent at December 31, 2018 and 3.16 percent at December 31, 2017, was blended with the long-term rate of 8 percent, which resulted in a blended discount rate of 4.66 percent.

**Sensitivity of the City's Proportionate Share of the Net OPEB Liability to Changes in the Discount Rate** Net OPEB liability is sensitive to changes in the discount rate, and to illustrate the potential impact the following table presents the net OPEB liability calculated using the discount rate of 4.66 percent, as well as what the net OPEB liability would be if it were calculated using a discount rate that is one percentage point lower (3.66 percent), or one percentage point higher (5.66 percent) than the current rate.

	1% Decrease (3.66%)	Current Discount Rate (4.66%)	1% Increase (5.66%)
City's proportionate share of the net OPEB liability	\$1,205,301	\$989,352	\$808,082

***CITY OF SYLVANIA, OHIO***

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***Notes to the Basic Financial Statements  
For the Year Ended December 31, 2019***

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**NOTE 13 – COMPENSATED ABSENCES**

All City employees earn vacation at varying rates based upon length of service. Vacation time cannot be carried over from one year to the next without approval from the Mayor.

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

At December 31, 2019, the City's accumulated, unpaid compensated absences amounted to \$1,507,537, of which \$1,211,331 is recorded as a liability of the Governmental Activities and \$296,206 is recorded as a liability of the Business-Type Activities.

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**CITY OF SYLVANIA, OHIO**

**Notes to the Basic Financial Statements  
For the Year Ended December 31, 2019**

**NOTE 14 - LONG-TERM DEBT**

Long-term debt and other long-term obligations of the City at December 31, 2019 were as follows:

		Balance December 31, 2018	Additions	(Reductions)	Balance December 31, 2019	Amount Due Within One Year
<b>Governmental Activities:</b>						
<u>Direct Borrowing</u>						
Ohio Public Works Commission Loan:						
0.000% Northbrook Pavement Improvements	2016	\$183,523	\$0	(\$183,523)	\$0	\$0
General Obligation Bonds:						
3.0-5.05% Senior Center/Field House	2002	205,000	0	(50,000)	155,000	50,000
3-4.00% Various Improvements	2011	165,000	0	(165,000)	0	0
2-2.125% Street Improvement	2012	1,855,000	0	(310,000)	1,545,000	315,000
Premium		44,525	0	(7,421)	37,104	0
2-4.00% Refunding Various Improvements	2017	4,760,000	0	(465,000)	4,295,000	465,000
Premium		110,028	0	(11,003)	99,025	0
2-3.00% Refunding Various Improvements	2017	5,060,000	0	(340,000)	4,720,000	350,000
Premium		53,533	0	(4,461)	49,072	0
3-4.00% Refunding Various Improvements	2017	2,433,750	0	(16,500)	2,417,250	192,500
Premium		38,462	0	(2,958)	35,504	0
Total General Obligation Bonds		14,725,298	0	(1,372,343)	13,352,955	1,372,500
Compensated Absences		1,226,903	1,211,331	(1,226,903)	1,211,331	134,796
Net Pension Liability		12,446,714	5,156,682	0	17,603,396	0
Net OPEB Liability		10,244,763	0	(5,052,938)	5,191,825	0
Total Governmental Activities Long-Term Debt		\$38,827,201	\$6,368,013	(\$7,835,707)	\$37,359,507	\$1,507,296
<b>Business-Type Activities:</b>						
General Obligation Bond:						
2-4.00% Water Tower Bond	2011	\$135,000	\$0	(\$135,000)	\$0	\$0
2-4.00% Refunding Water Tower Bond	2017	1,991,250	0	(13,500)	1,977,750	157,500
Premium		31,469	0	(2,421)	29,048	0
Total General Obligation Bonds		2,157,719	0	(150,921)	2,006,798	157,500
<u>Direct Borrowing</u>						
Ohio Public Works Commission Loan (OPWC):						
Water Tower	2013	134,511	0	(134,511)	0	0
Compensated Absences		269,585	296,206	(269,585)	296,206	19,649
Net Pension Liability		1,398,128	1,011,792	0	2,409,920	0
Net OPEB Liability		961,987	197,399	0	1,159,386	0
Total Business-Type Long-Term Debt		\$4,921,930	\$1,505,397	(\$555,017)	\$5,872,310	\$177,149

**CITY OF SYLVANIA, OHIO**

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**Notes to the Basic Financial Statements  
For the Year Ended December 31, 2019**

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**NOTE 14 - LONG-TERM DEBT (Continued)**

A summary of the City's future long-term debt funding requirements, including principal and interest payments as of December 31, 2019, follows:

Years	General Obligation Bonds	
	Principal	Interest
2020	\$1,530,000	\$337,669
2021	1,540,000	305,569
2022	1,495,000	273,244
2023	1,485,000	241,666
2024	1,485,000	211,966
2025-2029	5,860,000	639,155
2030-2034	1,715,000	70,596
Totals	<u>\$15,110,000</u>	<u>\$2,079,865</u>

**NOTE 15 - RISK MANAGEMENT**

The City is exposed to various risks of loss related to torts; theft of, damage to and destruction of assets; errors and omissions; injuries to employees and natural disasters. The City has contracted with various private carriers for the provision of property damage, general liability, automotive damage, public officials liability, police liability, boiler and machinery damage/loss, umbrella liability, and crime and employee dishonesty. Deductible levels for the various policies have been selected so as not to expose the City to excessive "first dollars" loss in the case of a claim. Deductibles range between \$250 and \$1,000 per loss for property damage. In the professional liability areas, no deductible exceeds \$10,000.

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

**CITY OF SYLVANIA, OHIO**

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***Notes to the Basic Financial Statements  
For the Year Ended December 31, 2019***

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**NOTE 15 - RISK MANAGEMENT (Continued)**

The City continues to carry commercial insurance for other risks of loss, including employee life insurance. There has been no significant reduction in insurance coverages from coverages in the prior year. In addition, settled claims resulting from these risks have not exceeded commercial insurance coverage in any of the past three years.

The City maintains a self-funded health insurance program with claims processed by Paramount Care, Inc. A separate Self Insurance Fund (an internal service fund) was created in 2004 to account for and finance the health insurance program. As an integral part of the health insurance program, a reinsurance policy has been purchased covering claims in excess of \$170,000 per individual per year. Settled claims have not exceeded the commercial coverage limits in either of the past three fiscal years.

All funds of the City from which employee salaries are paid, participate in the health insurance program and make payments to the Self Insurance Fund based on actuarial estimates of the amounts needed to pay prior and current year claims and to establish a reserve for catastrophic losses. Total contributions to the program during the year were \$2,311,740. The claims liability of \$329,100 reported in the Self Insurance Fund at December 31, 2019 is based on the requirements of GASB Statement No. 10, "Accounting and Financial Reporting for Risk Financing and Related Insurance Issues," as amended by GASB Statement No. 30 "Risk Management Omnibus," which requires that a liability for claims be reported if information prior to issuance of the financial statements indicates that it is probable that a liability has been incurred at the date of the financial statements and if the amount of the loss can be reasonably estimated. Changes in the Fund's claims liability amount in fiscal 2018 and 2019 were:

<u>Fiscal Year</u>	<u>Beginning of Fiscal Year Liability</u>	<u>Current Year Claims and Changes in Estimates</u>	<u>Claims Payments</u>	<u>Balance at Fiscal Year End</u>
2018	\$278,900	\$1,809,280	(\$1,800,480)	\$287,700
2019	287,700	2,332,559	(2,291,159)	329,100

## ***CITY OF SYLVANIA, OHIO***

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### ***Notes to the Basic Financial Statements For the Year Ended December 31, 2019***

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#### **NOTE 16 - CONTINGENCIES**

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

#### **NOTE 17 - JOINT VENTURE**

***Community Center*** - The City is a participant with the Township 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 City to bear (40) percent of the construction costs and the Township to bear (60) percent of the construction costs, resulting in a 40/60 split in equity interest between the two. The community center is managed by Sylvania Community Services Center, Inc. (SCS), an Ohio nonprofit corporation. During 2002 the City issued \$4,110,000 in General Obligation Bonds, \$740,000 of which, were used to help in the construction of the community center. The City also donated \$334,000 worth of land towards the construction of the community center. The issuance of the general obligation bonds along with the donated land total \$1,074,000 worth of equity interest that the City has in the community center. In addition to the (40) percent equity interest that the City owns in the community center, the City also has an option to purchase on or after January 1, 2022, the Township's equity interest in the community center.

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

On March 28, 2012, the City of Sylvania issued \$4,395,000 of Ohio Health Care Revenue bonds on behalf of the Rosery Care Center, an Ohio nonprofit corporation. The bonds were issued pursuant to a Trust Indenture between the City, Rosery Care Center, and Huntington National Bank. For financial reporting purposes, the bonds are considered "conduit" debt, and are not an obligation of the City of Sylvania. As of December 31, 2019, the balance outstanding on the debt obligation is \$3,415,000.

#### **NOTE 19 – SUBSEQUENT EVENT**

In March 2020, the World Health Organization declared the novel coronavirus outbreak (COVID-19) to be a global pandemic. The extent of the ultimate impact of the pandemic on the City's operational and financial performance will depend on various developments, including the duration and spread of the outbreak and its impact on employees, vendors, and taxpayers, all of which cannot be reasonably predicted at this time. In addition, it may place additional demands on the City for providing emergency services to its citizens. While management reasonably expects the COVID-19 outbreak to negatively impact the City's financial position, changes in financial position, and, where applicable, the timing and amounts of cash flows, the related financial consequences and duration are highly uncertain.

*CITY OF SYLVANIA, OHIO*

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*REQUIRED SUPPLEMENTARY INFORMATION*

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## **CITY OF SYLVANIA, OHIO**

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### ***Schedule of City's Proportionate Share of the Net Pension Liability Last Six Years***

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#### **Ohio Public Employees Retirement System**

Year	<u>2014</u>	<u>2015</u>	<u>2016</u>
City's proportion of the net pension liability	0.041953%	0.041953%	0.041629%
City's proportionate share of the net pension liability	\$4,945,711	\$5,060,001	\$7,210,585
City's covered payroll	\$5,792,592	\$5,242,517	\$5,235,567
City's proportionate share of the net pension liability as a percentage of its covered payroll	85.38%	96.52%	137.72%
Plan fiduciary net position as a percentage of the total pension liability	86.36%	86.45%	81.08%

Source: Finance Director's Office and the Ohio Public Employees Retirement System

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

Year	<u>2014</u>	<u>2015</u>	<u>2016</u>
City's proportion of the net pension liability	0.1151829%	0.1151829%	0.112505%
City's proportionate share of the net pension liability	\$5,609,769	\$5,966,955	\$7,237,495
City's covered payroll	\$2,438,326	\$2,536,605	\$2,540,321
City's proportionate share of the net pension liability as a percentage of its covered payroll	230.07%	235.23%	284.90%
Plan fiduciary net position as a percentage of the total pension liability	73.00%	72.20%	66.77%

Source: Finance Director's Office and the Ohio Police and Fire Pension Fund

Notes: The City implemented GASB Statement 68 in 2015.

Information prior to 2014 is not available.

The schedule is reported as of the measurement date of the Net Pension Liability, which is the prior year end.

See accompanying notes to required supplementary information



**CITY OF SYLVANIA, OHIO**

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<u>2017</u>	<u>2018</u>	<u>2019</u>
0.040928%	0.042682%	0.040694%
\$9,294,108	\$6,695,975	\$11,145,258
\$5,319,050	\$5,638,108	\$6,179,100
174.73%	118.76%	180.37%
77.25%	84.66%	74.70%

<u>2017</u>	<u>2018</u>	<u>2019</u>
0.108727%	0.116479%	0.108642%
\$6,886,674	\$7,148,867	\$8,868,058
\$2,597,379	\$2,826,958	\$2,729,621
265.14%	252.88%	324.88%
68.36%	70.91%	63.07%

**CITY OF SYLVANIA, OHIO**

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***Schedule of City Pension Contributions  
Last Seven Years***

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**Ohio Public Employees Retirement System**

Year	<u>2013</u>	<u>2014</u>	<u>2015</u>
Contractually required contribution	\$753,037	\$629,102	\$628,268
Contributions in relation to the contractually required contribution	<u>753,037</u>	<u>629,102</u>	<u>628,268</u>
Contribution deficiency (excess)	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>
City's covered payroll	\$5,792,592	\$5,242,517	\$5,235,567
Contributions as a percentage of covered payroll	13.00%	12.00%	12.00%

Source: Finance Director's Office and the Ohio Public Employees Retirement System

**Ohio Police and Fire Pension Fund**

Year	<u>2013</u>	<u>2014</u>	<u>2015</u>
Contractually required contribution	\$416,466	\$481,955	\$482,661
Contributions in relation to the contractually required contribution	<u>416,466</u>	<u>481,955</u>	<u>482,661</u>
Contribution deficiency (excess)	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>
City's covered payroll	\$2,438,326	\$2,536,605	\$2,540,321
Contributions as a percentage of covered payroll	17.08%	19.00%	19.00%

Source: Finance Director's Office and the Ohio Police and Fire Pension Fund

Notes: The City implemented GASB Statement 68 in 2015.

Information prior to 2013 is not available.

See accompanying notes to required supplementary information

**CITY OF SYLVANIA, OHIO**

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<u>2016</u>	<u>2017</u>	<u>2018</u>	<u>2019</u>
\$638,286	\$732,954	\$865,074	\$784,809
<u>638,286</u>	<u>732,954</u>	<u>865,074</u>	<u>784,809</u>
<u>\$0</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>
\$5,319,050	\$5,638,108	\$6,179,100	\$5,605,779
12.00%	13.00%	14.00%	14.00%

<u>2016</u>	<u>2017</u>	<u>2018</u>	<u>2019</u>
\$493,502	\$537,122	\$518,628	\$518,656
<u>493,502</u>	<u>537,122</u>	<u>518,628</u>	<u>518,656</u>
<u>\$0</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>
\$2,597,379	\$2,826,958	\$2,729,621	\$2,729,768
19.00%	19.00%	19.00%	19.00%

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**CITY OF SYLVANIA, OHIO**

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**Schedule of City's Proportionate Share of the Net Other Postemployment Benefits (OPEB) Liability**

**Last Three Years**

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**Ohio Public Employees Retirement System**

Year	<u>2017</u>	<u>2018</u>	<u>2019</u>
City's proportion of the net OPEB liability	0.040789%	0.042426%	0.041126%
City's proportionate share of the net OPEB liability	\$4,119,805	\$4,607,190	\$5,361,859
City's covered payroll	\$5,319,050	\$5,638,108	\$6,179,100
City's proportionate share of the net OPEB liability as a percentage of its covered payroll	77.45%	81.72%	86.77%
Plan fiduciary net position as a percentage of the total OPEB liability	54.50%	54.14%	46.33%

Source: Finance Director's Office and the Ohio Public Employees Retirement System

**Ohio Police and Fire Pension Fund**

Year	<u>2017</u>	<u>2018</u>	<u>2019</u>
City's proportion of the net OPEB liability	0.108727%	0.116479%	0.108642%
City's proportionate share of the net OPEB liability	\$5,161,038	\$6,599,560	\$989,352
City's covered payroll	\$2,597,379	\$2,826,958	\$2,729,621
City's proportionate share of the net OPEB liability as a percentage of its covered payroll	198.70%	233.45%	36.25%
Plan fiduciary net position as a percentage of the total OPEB liability	15.96%	14.13%	46.57%

Source: Finance Director's Office and the Ohio Police and Fire Pension Fund

Notes: The City implemented GASB Statement 75 in 2018.

Information prior to 2016 is not available.

The schedule is reported as of the measurement date of the Net OPEB Liability.

See accompanying notes to required supplementary information

**CITY OF SYLVANIA, OHIO**

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***Schedule of City's Other Postemployment Benefit (OPEB) Contributions  
Last Seven Years***

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**Ohio Public Employees Retirement System**

Year	2013	2014	2015
Contractually required contribution	\$57,926	\$104,850	\$104,711
Contributions in relation to the contractually required contribution	<u>57,926</u>	<u>104,850</u>	<u>104,711</u>
Contribution deficiency (excess)	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>
City's covered payroll	\$5,792,592	\$5,242,517	\$5,235,567
Contributions as a percentage of covered payroll	1.00%	2.00%	2.00%

Source: Finance Director's Office and the Ohio Public Employees Retirement System

**Ohio Police and Fire Pension Fund**

Year	2013	2014	2015
Contractually required contribution	\$12,192	\$12,683	\$12,702
Contributions in relation to the contractually required contribution	<u>12,192</u>	<u>12,683</u>	<u>12,702</u>
Contribution deficiency (excess)	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>
City's covered payroll	\$2,438,326	\$2,536,605	\$2,540,321
Contributions as a percentage of covered payroll	0.50%	0.50%	0.50%

Source: Finance Director's Office and the Ohio Police and Fire Pension Fund

Notes: The City implemented GASB Statement 75 in 2018.

Information prior to 2013 is not available.

See accompanying notes to required supplementary information

**CITY OF SYLVANIA, OHIO**

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2016	2017	2018	2019
\$106,381	\$56,381	\$0	\$0
<u>106,381</u>	<u>56,381</u>	<u>0</u>	<u>0</u>
<u>\$0</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>
\$5,319,050	\$5,638,108	\$6,179,100	\$5,605,779
2.00%	1.00%	0.00%	0.00%

2016	2017	2018	2019
\$12,987	\$14,135	\$13,648	\$13,649
<u>12,987</u>	<u>14,135</u>	<u>13,648</u>	<u>13,649</u>
<u>\$0</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>
\$2,597,379	\$2,826,958	\$2,729,621	\$2,729,768
0.50%	0.50%	0.50%	0.50%

## **CITY OF SYLVANIA, OHIO**

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### ***Notes to the Required Supplementary Information For the Year Ended December 31, 2019***

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#### **NET PENSION LIABILITY**

##### **OHIO PUBLIC EMPLOYEES RETIREMENT SYSTEM (OPERS)**

*Changes in benefit terms:* There were no changes in benefit terms for the period 2014-2019.

*Changes in assumptions:*

2014-2016: There were no changes in methods and assumptions used in the calculation of actuarial determined contributions.

2017: The following were the most significant changes of assumptions that affected the total pension liability since the prior measurement date:

- Reduction in actuarial assumed rate of return from 8.00% to 7.50%
- Decrease in wage inflation from 3.75% to 3.25%
- Change in future salary increases from a range of 4.25%-10.02% to 3.25%-10.75%
- Amounts reported beginning in 2017 use mortality rates based on the RP-2014 Healthy Annuitant mortality Table.

2018: There were no changes in methods and assumptions used in the calculation of actuarial determined contributions.

2019: The following were the most significant changes of assumptions that affected the total pension liability since the prior measurement date:

- Reduction in actuarial assumed rate of return from 7.50% to 7.20%

##### **OHIO POLICE AND FIRE (OP&F) PENSION FUND**

*Changes in benefit terms:* There were no changes in benefit terms for the period 2014-2019.

*Changes in assumptions:*

2014-2017: There were no changes in methods and assumptions used in the calculation of actuarial determined contributions.

2018: The following were the most significant changes of assumptions that affected total pension liability since the prior measurement date:

- Reduction in actuarial assumed rate of return from 8.25% to 8.00%
- Decrease salary increases from 3.75% to 3.25%
- Change in payroll growth from 3.75% to 3.25%
- Reduce DROP interest rate from 4.5% to 4.0%
- Reduce CPI-based COLA from 2.6% to 2.2%
- Inflation component reduced from 3.25% to 2.75%
- For the January 1, 2017, valuation, mortality for non-disabled participants is based on the RP-2014 Total Employee and Healthy Annuitant Mortality Tables rolled back to 2006
- For the January 1, 2017, valuation, mortality for disabled retirees is based on the RP-2014 Disabled Mortality Tables rolled back to 2006

2019: There were no changes in methods and assumptions used in the calculation of actuarial determined contributions.



## **CITY OF SYLVANIA, OHIO**

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### ***Notes to the Supplementary Required Information For the Year Ended December 31, 2019***

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#### **NET OPEB LIABILITY**

##### **OHIO PUBLIC EMPLOYEES RETIREMENT SYSTEM (OPERS)**

*Changes in benefit terms:* There were no changes in benefit terms for the periods 2018-2019.

*Changes in assumptions:*

For 2018, the single discount rate changed from 4.23% to 3.85%.

2019: The following were the most significant changes of assumptions that affected the total OPEB liability since the prior measurement date:

- The single discount rate changed from 3.85% to 3.96%.
- Reduction in actuarial assumed rate of return from 6.50% to 6.00%
- Change in health care cost trend rate from 7.5% to 10%

##### **OHIO POLICE AND FIRE (OP&F) PENSION FUND**

*Changes in benefit terms:*

2018: There were no changes in benefit terms.

2019: The retiree health care model and the current self-insured health care plan were replaced with a stipend-based health care model.

*Changes in assumptions:*

2018: There were no changes in assumptions.

2019: The following were the most significant changes of assumptions that affected the total OPEB liability since the prior measurement date:

- The single discount rate changed from 3.24% to 4.66%.

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**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****INDEPENDENT AUDITORS' REPORT**

To the City Council  
City of Sylvania, Ohio:

We have audited, in accordance with the 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, the financial statements of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information of the City of Sylvania, Ohio ("the City") as of and for the year ended December 31, 2019, and the related notes to the financial statements, which collectively comprise the City's basic financial statements, and have issued our report thereon dated June 30, 2020, wherein we qualified our opinions on the General Fund and Capital Improvement Fund for prior audit findings for adjustment which were not made and noted the City implemented GASB Statement No. 83, 84, 88, and 90 and the potential financial impact of COVID-19.

**Internal Control Over Financial Reporting**

In planning and performing our audit of the financial statements, we considered the City's internal control over financial reporting (internal control) to determine the audit procedures that are appropriate in the circumstances 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 City's internal control. Accordingly, we do not express an opinion on the effectiveness of the City's internal control.

*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. A *significant deficiency* is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

Our consideration of internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control that might be material weaknesses or significant deficiencies and therefore, material weaknesses or significant deficiencies may exist that have not been identified. We did identify certain deficiencies in internal control, described in the accompanying schedule of findings and responses as item 2019-001, that we consider to be a material weakness.

## **Compliance and Other Matters**

As part of obtaining reasonable assurance about whether the City's financial statements are free from material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grants 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*.

## **City's Responses to the Findings**

The City's responses to the findings identified in our audit is described in the accompanying schedule of findings and responses. The City's responses were not subjected to the auditing procedures applied in the audit of the financial statements and, accordingly, we express no opinion on them.

## **Purpose of this Report**

The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the entity's internal control or on compliance. This report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the entity's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.

*Clark, Schaefer, Hackett & Co.*

Toledo, Ohio  
June 30, 2020

**2019-001      Material Weakness/Prior Audit Findings for Adjustment**

The Auditor of State of Ohio issued a finding for adjustment in the 2014 financial statement audit against the General Fund and in favor of the Capital Improvement Fund for \$7,411,732 as a result of the Auditor of State of Ohio's determination that transfers made from the Capital Improvement Fund to the General Fund in 2013 and 2014 were improper. The finding referenced the following sections of Ohio Revised Code:

**Ohio Revised Code § 5705.14** provides that no transfer shall be made from one fund of a subdivision to any other fund, by order of the court or otherwise, except for as provided under Ohio Revised Code § 5705.14.

**Ohio Revised Code § 5705.14(B)** requires the unexpended balance in any specific permanent improvement fund, other than a bond fund, after the payment of all obligations incurred in the acquisition of such improvement, shall be transferred to the sinking fund or bond retirement fund of the subdivision. However, if such money is not required to meet the obligations payable from such funds, it may be transferred to a special fund for the acquisition of permanent improvements, or, with the approval of the court of common pleas of the county in which such subdivision is located, to the general fund of the subdivision. Following policies previously enacted by the City, the City transferred \$7,411,732 from the Capital Improvement Fund to the General Fund without the approval of the court of common pleas of the county in which such subdivision is located. This resulted in an improper transfer being made by the City because Ohio Revised Code § 5705.14 does not provide statutory authority for a transfer from the City's Capital Improvement Fund to its General Fund under these circumstances.

In addition, the Auditor of State of Ohio recommended the City obtain the approval of the Lucas County Court of Common Pleas before transferring funds from the Capital Improvement Fund to the General Fund.

The City has repaid \$700,000 from the General Fund to the Capital Improvement Fund in connection with this finding for adjustment and plans to make future additional repayments.

*Views of Responsible Officials: The City objected to the Finding for Adjustment for the following reasons:*

- *The transfer of monies from the City's Capital Improvement Fund to the City's General Fund has been a long-standing practice of the City and has previously been approved in audits performed by the State Auditor and private auditors. Inter-fund transfers have been authorized and approved by our Council from the City's Capital Improvement Fund annually since the City first began collecting an income tax in 1967.*

*Views of Responsible Officials (continued):*

- *The City's Capital Improvement Fund is not a "Specific Permanent Improvement Fund" that is subject to the restrictions in Ohio Revised Code Section 5705.14(B). That Section provides as follows: "The unexpended balance in any specific permanent improvement fund, other than a bond fund, after the payment of all obligations incurred in the acquisition of such improvement, shall be transferred into the sinking fund or bond retirement fund of the subdivision; provided that if such money is not required to meet obligations payable from such funds, it may be transferred to a special fund for the acquisition of permanent improvements, or, with the approval of the court of common pleas of the county in which such subdivision is located, to the general fund of the subdivision."*

*It is the Auditor's assertion that the City's Capital Improvement Fund is a "Specific Permanent Improvement Fund" and its use is therefore limited. This is simply not that case and is not supported in the Revised Code, our City ordinances, or our City policies. Sylvania Municipal Code Section 171.14(a)(5) allocates any remaining balance in the Income Tax Fund to the Capital Improvement Fund and provides those funds are to be used "...for equipment and improvements in City departments, including utilities, acquiring lands for municipal and park purposes, preparation of a master plan, zoning and building code, construction of a municipal building and maintenance and equipment building, and providing facilities and equipment for recreation." The Ohio Revised Code does not define "specific permanent improvement fund" although "permanent improvement" is defined as "...any property, assets, or improvement with an estimated life or usefulness of five years or more, including land and interests therein, and reconstructions, enlargements, and extensions thereof having and estimated life or usefulness of five years or more." The City's Municipal Code Section more comprehensively describes and outlines the intents and purpose of its Capital Improvement Fund and is distinguishable from the Ohio Revised Code's definition of "permanent improvement" in that most of the items delineated to be paid out of the City's Capital Improvement Fund do not meet the definition of "permanent improvement" under the Ohio Revised Code. Expenditures authorized from the Capital Improvement Fund that are not "permanent improvements" include (1) equipment and improvements in all city departments, (2) building maintenance, (3) preparation of a master plan and zoning and building codes, and (4) facilities and equipment for recreation. All these items are not permanent improvements under the Revised Code. Moreover the purpose of the City's Capital Improvement Fund is not in any way "specific." The fund was not created to pay for any specific improvement. The Capital Improvement Fund was created by City Council to address a wide range of appropriate and necessary needs of the City and was never intended to be restricted to expenditures on permanent improvements, let alone any specific permanent improvement. Finally, Council never intended to limit the uses of the Capital Improvement Fund to permanent improvements. The intent of Council is demonstrated in part by the long standing practice of inter-fund transfers as mentioned above. It is further confirmed by City Council's Resolution No. 11-2010, passed March 15, 2010, which approved the City's Financial and Debt policy. The Finance and Debt Policy expressly anticipates inter-fund transfers from the Capital Improvement Fund to other funds created by Council upon action by a majority of City Council. Based on the foregoing, the Auditor's characterization and assertion that the City's Capital Improvement Fund is a "specific permanent improvement fund" subject to limitations of the Ohio Revised Code Section 5705.14 is erroneous and unfounded.*

**City of Sylvania, Ohio**  
Schedule of Prior Audit Findings  
Year Ended December 31, 2019

**2018-001 Finding for Adjustment/Material Weakness**

A finding for adjustment and material weakness against Ohio Revised Code § 5705.14 and § 5705.14(B) for making improper transfers from the Capital Improvement Fund to the General Fund in 2013 and 2014 totaling \$7,411,732.

**Status:** The City did not make similar transfers during 2015-2019. However, the finding for adjustment has not been fully made by the City and was repeated as Finding 2019-001.

**2018-002 Significant Deficiency/Financial Reporting**

During the course of our audit, we identified misstatements in the financial statements that were not initially identified by the City's internal control over financial reporting. A deficiency in internal control exists when the design of 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. In this case, the internal controls over the preparation and review of the City's financial statements did not operate as designed.

**Status:** The City made adjustments to correct identified misstatements last year, and there were no misstatements identified in the current year audit.

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# OHIO AUDITOR OF STATE KEITH FABER



**CITY OF SYLVANIA**

**LUCAS COUNTY**

## **AUDITOR OF STATE OF OHIO CERTIFICATION**

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



**Certified for Release 8/4/2020**

88 East Broad Street, Columbus, Ohio 43215  
Phone: 614-466-4514 or 800-282-0370

This report is a matter of public record and is available online at  
[www.ohioauditor.gov](http://www.ohioauditor.gov)