

**Cuyahoga Falls City Council
Minutes of the Finance and Appropriations Committee Meeting**

January 16, 2018

Members: Tim Gorbach, Chair
Jerry James
Mary Ellen Pyke

Mr. Gorbach called the meeting to order at 6:41 p.m. All members were present.

The minutes of the November 27, 2017, December 4, 2017 and December 18, 2017 Finance Committee meetings were approved as written.

Legislation Discussed

Temp. Res. A-1
Temp. Res. A-2
Temp. Ord. A-3
Temp. Ord. A-4

Discussion:

Temp. Res. A-1

A resolution authorizing the Mayor to apply for and accept financial assistance in the form of a grant or loan from the Ohio Public Works Commission for the improvement of Howe Avenue from Main Street to Buchholzer Boulevard, and declaring an emergency.

Temp. Res. A-2

A resolution authorizing the Mayor to apply for and accept financial assistance in the form of a grant or loan from the Ohio Public Works Commission for replacement of an 8" water main in Bailey Road, and declaring an emergency.

Mr. Gorbach stated that Temporary Ordinance A-1 and A-2 are very similar, so he will read them and discuss them simultaneously, and Council will then vote on them separately. A-1 is in the budget for this year; A-2 is not. His understanding is these two ordinances were passed by previous Council last year. The language in those ordinances stated that the Director of Service apply and accept. To properly dot the I's and cross the T's, Columbus needs the Mayor to apply for it and accept it. That's the only wording change in the scope of the projects. What the City is going to apply for in the grant has not changed whatsoever.

Mr. Tony Demasi, City Engineer, stated that he is happy to report that they were successful in both these grant applications. The City will receive \$500,000 for the Howe Avenue project, which will be very helpful in the distribution of funds to the State. The City will receive \$461,000 for the Bailey Road project. During the budget process, that project does show up in the Five-Year Capital for Water in next year's budget, so that's where it will be unless it gets changed. Mr. Gorbach stated that A-2 was not budgeted for this year and asked how long they have to use the money. Mr. Demasi stated that all money will be available on July 1st. They have two years to

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spend that money. For Howe Avenue, it won't be a problem, because they are going to cut ODOT a check before the end of the year. For Bailey Road, they have two years to do that.

Mr. Iona stated that, in terms of Temporary Resolution A-1, the Howe Road corridor, there was a speaker today stating the City of Akron might think about a possible increase in the gasoline tax and using the money to help the infrastructure in Summit County. The first project they mentioned was Howe Road, and that the City of Cuyahoga Falls is already involved. He is happy the City is taking the initiative and moving forward with it.

Mrs. Pyke moved to bring out Temp. Res. A-1 with a favorable recommendation, second by Mr. James. Motion passed (3-0).

Mr. James moved to bring out Temp. Res. A-2 with a favorable recommendation, second by Mrs. Pyke. Motion passed (3-0).

Temp. Ord. A-3

An ordinance authorizing the Director of Finance to enter into a contract or contracts without competitive bidding with Comdoc, Inc., for the purchase of printers, copy machines, facsimile machines and appurtenances and maintenance for use in various departments, and declaring an emergency.

Mr. Gorbach stated that the language, "without competitive bidding," is just language that must be used in an ordinance, but, in reality, it was competitively bid. They used the Sourcing Alliance, which previous Council approved in 2017. It's a co-op or consortium of some type that obtains different bids and best prices, and the City uses that information. Mr. Bryan Hoffman, Finance Director, stated that there are 41 machines on the list to be replaced. This is the replacement of the current machines. They would do it all at one time, so they are under the same maintenance agreements and are easier to manage. They did look at doing another maintenance agreement this year, and that price has gone up significantly from last year, due to the age of the machines and the issues with the machines. These machines are now six or seven years old, and the normal life of these machines is usually about five years. They have gotten good use out of these machines, and it is now time to replace them.

Mr. Gorbach asked Mr. Hoffman to walk Council through the budget sheet he passed out before the meeting. Mr. Hoffman stated that, when the budget came out last year, a planning analysis was being done for what was going to be done with these machines. They were not included in the budget at the time with the idea that they would come back to Council if appropriations were necessary. That analysis was finished at the end of the year. The total estimated cost for the 41 machines is \$107,101.50. Last year's cost is nonapplicable, because no machines were purchased in 2017. These are all capital items, so when they're under \$5,000, they will be grouped as one lump sum, because it's a capital purchase under the rules. Because they are being bought out of several funds, the cost will be split out to those funds. Those funds are listed on the budget information sheet as zeros. Under that is the distribution that will be used to charge the funds that

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apply to the various machines. At this time, an increase in appropriations is not anticipated. Every year, there is anticipated savings on Capital Projects funds and in other funds, so the intention is to use those future savings. That amount is not specifically known at this time, but he will be able to identify those in the future and use those budget savings to be able to make these purchases.

Mrs. Pyke moved to bring out Temp. Ord. A-3 with a favorable recommendation, second by Mr. James. Motion passed (3-0).

Temp. Ord. A-4

An ordinance authorizing the Director of Public Service to enter into a modification of Contract No. 7151 with Glaus, Pyle, Schomer, Burns and Dehaven, Inc. dba GPD Group, and declaring an emergency.

Mr. Michael Dougherty, Electric Superintendent, stated that this ordinance is to finish up the engineering for the Substation 5 Project. GPD was the engineering firm on it. There were some delays on this project that took it out past the original anticipated end date. There were also some change orders related to the project that GPD performed additional engineering on. With the additional management engineering, they needed to add another \$23,500 to their engineering scope. Overall, this keeps the engineering for the total project under 10 percent of the total project, and the project is still under budget. Mr. Gorbach asked if, money-wise, the project is completed and if Mr. Dougherty is satisfied with the work done. Mr. Dougherty stated that the project is completed, as far as payment is concerned, and he is satisfied with the work done. Mr. Gorbach stated that the scope of the job changes is due to some extra engineering the City requested be done on the project, and the costs have all been documented.

Mr. James moved to bring out Temp. Ord. A-4 with a favorable recommendation, second by Mrs. Pyke. Motion passed (3-0).

Meeting adjourned at 6:53 p.m.