

**Cuyahoga Falls City Council
Minutes of the Finance Committee Meeting
October 7, 2013**

Members: Carol Klinger, Chair
Jerry James
Vince Rubino

Mrs. Klinger called the meeting to order at 6:50 p.m. All members were present.

Legislation Discussed:

Temp. Ord. B-67
Temp. Ord. B-68
Temp. Ord. B-69
Temp. Ord. B-70
Temp. Ord. B-71

Mrs. Klinger moved to dissolve into executive session in order to discuss pending litigation involving the City, second by Mrs. Pyke. Roll call: Mr. Rubino, yes; Mr. James, yes; Mrs. Snyder, yes; Mr. Colavecchio, yes; Ms. Nichols-Rhodes, yes; Mrs. Klinger, yes; Mrs. Pyke, yes; Mr. Mader, yes; Mr. Iula, yes; Mr. Pallotta, yes; Mr. Walters, yes. Motion passed (11-0).

Council dissolved into executive session at 6:52 p.m.

Mrs. Klinger moved to dissolve out of executive session, second by Mr. James. Roll call: Mr. Rubino, yes; Mr. James, yes; Mrs. Snyder, yes; Mr. Colavecchio, yes; Ms. Nichols-Rhodes, yes; Mrs. Klinger, yes; Mrs. Pyke, yes; Mr. Mader, yes; Mr. Iula, yes; Mr. Pallotta, yes; Mr. Walters, yes. Motion passed (11-0).

Council dissolved out of executive session at 7:00 p.m.

Discussion

Temp. Ord. B-67

An ordinance authorizing the Director of Public Service to enter into a modification of Contract No. 6486 with RS Resources Inc., dba Employ-Temps Staffing Services, and declaring an emergency.

Vicki Steiner, HR Director, stated this is a modification to the temporary employee contract regarding the leaf program. The current contract expires October 25 and the leaf program begins October 28. This will extend the contract to January 1.

Mr. James moved to bring out Temp. Ord. B-67 with a favorable recommendation, second by Mr. Rubino. Motion passed (3-0).

Temp. Ord. B-68

An ordinance authorizing the Director of Public Service to enter into a contract for employment agency services related to seasonal and occasional employees, and declaring an emergency.

Vicki Steiner, HR Director, stated this will begin when the contract extension expires. It will be effective January 1 and is an annual renewal. It is for 50 temporary workers and will go through 2014. The contract was bid. Ms. Nichols-Rhodes stated she noticed the contract was increased 13.5% over last year.

Ms. Steiner stated the contract for these services was a 2% increase and will be utilizing the same services. If they did recruiting or bidding, then the mark-up is higher. Mr. Brodzinski pointed out that Ms. Nichols-Rhodes was looking at the budget amount of \$611 vs. the \$538. The figure they put in is what had been budgeted. The actual cost will be based on actual hours worked and will not be that high.

Mr. Rubino moved to bring out Temp. Ord. B-68 with a favorable recommendation, second by Mr. James. Motion passed (3-0).

Temp. Ord. B-69

An ordinance authorizing the Mayor to enter into a settlement agreement in the case of Melisa Makcen v. City of Cuyahoga Falls, et al., and declaring an emergency.

Mr. Janis requested a favorable recommendation from Council based on the presentation given during closed session.

Mr. James moved to bring out Temp. Ord. B-69 with a favorable recommendation, second by Mr. Rubino. Motion passed (3-0).

Temp. Ord. B-70

An ordinance authorizing the Director of Community Development to enter into a third modification of Contract No. 6519 with SRW Environmental Services, Inc. for professional environmental assessment services related to remediation of certain real property known as 4610 State Road (Parcel No. 37-00002), and declaring an emergency.

Mr. Guerra stated they are finishing up with the Buckeye remediation project. There is \$7,000 left in the budget but because of additional work the City had to do with the EPA to get a covenant-not-to-sue, more money was needed to complete what was required. The processes are long and take a long time. The EPA also wanted additional information. They will be moving \$15,000 to finish up the process. Once this is done, he felt they may have the covenant-not-to-sue by January 1. Mrs. Klinger asked for confirmation that this was not for physical work being done but rather just for paperwork. Mr. Guerra stated that most was for paperwork but there was also some testing needed to complete the process.

Mr. Rubino moved to bring out Temp. Ord. B-70 with a favorable recommendation, second by Mr. James. Motion passed (3-0).

Sub. Temp. Ord. B-71

An ordinance authorizing the Director of Finance to enter into a contract or contracts without competitive bidding with Wichert Insurance Services, Inc. for the professional services necessary to manage the City's risk management and insurance program and for the purchase of public entity insurance coverages, and declaring an emergency.

Mrs. Klinger stated the reason for the substitute was the insertion of a date into the blank on line 25.

Mr. Brodzinski stated this came in at \$322,450. The budget sheet states \$325,000, which was budgeted and split among the appropriate departments. The main reason for the increase is because the City entered into a new contract for newer golf carts, which was about \$4,000.

Mr. James moved to bring out Sub. Temp. Ord. B-71 with a favorable recommendation, second by Mr. Rubino. Motion passed (3-0).

Miscellaneous Business

Mrs. Klinger stated that Council had received Report 21 and a variance report. She asked when the City would receive the second half receipts in the local government fund. Mr. Brodzinski stated that comes in on a monthly basis. He pointed out that this is the first true year of the 50% hit so that is why the variance is substantial. Mrs. Klinger noted the City finally recovered to levels around the prior year on Mayor's Court, which is up 16%. Mr. Brodzinski agreed. He pointed out that the issue with real estate is due to a timing issue with supplemental payments. Mrs. Klinger commented that numbers are tracking ahead in income tax revenue. Mr. Brodzinski stated that the fund is up \$335,000 to \$338,000 per budget. Withholding is flat. Most of the increase is in net profit. Mrs. Klinger noted that water fund charges for services is down 7%. Mr. Brodzinski stated compared to last year, the account is down \$25,000 per budget. This year was a cooler year which means less water used. That is also reciprocated on the sewer side for accounts where there are no meters. Revenue services for electric is down 2.5% and is also due to the cooler weather. Mrs. Klinger asked about the unencumbered balance being down in capital projects. Mr. Brodzinski stated they will close that out if it is not used by the end of the year. Mrs. Klinger stated in the leisure time fund, numbers are tracking down \$103,000 on the Natatorium, which is 3.3% down from last year. However, expenses are tracking up over last year. With only 2-1/2 months left in the year, Mr. Brodzinski felt the fund will be pretty close to budget, even with the 27th pay, which is not reflected in this report.

Mr. Rubino asked if there was a correlation between the numbers in electric and the backlog in street light repairs. Mrs. Carr stated the numbers in electric were affected by the cool season. Mr. Rubino asked if there was enough money in the budget to repair the nonworking street lights. Mrs. Carr stated she needed to talk to the superintendent to see where those are on the list. She will get back to Council members with the answer.

Mrs. Klinger stated she had asked Mr. Brodzinski to prepare a projection for the end of the year for these expenditures and revenues to see where things stand. Mr. Brodzinski thought he was supposed to have that for the next meeting but added he did not see anything of interest in any of those funds. Mrs. Klinger asked if the report could be available by the end of October. Mr. Brodzinski replied that it would. Mrs. Klinger stated that would work before budget discussions begin.

The meeting adjourned at 7:20 p.m.