

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

November 21, 2016

Members: Carol Klinger, Chair
Russ Iona
Mike Brillhart

Mrs. Klinger called the meeting to order at 6:30 p.m. All members were present.

Legislation Discussed

Temp. Res. A-88
Temp. Ord. A-89

Discussion:

Temp. Res. A-88

A resolution requesting the Summit County Fiscal Officer to make advance distribution of tax receipts payable to the City of Cuyahoga Falls, and declaring an emergency.

Mrs. Klinger stated that this is the annual resolution that allows the City to collect real estate property taxes throughout the year instead of just twice a year. The County requires Council to pass this resolution to be able to make that happen.

Mr. Iona moved to bring out Temp. Res. A-88 with a favorable recommendation, second by Mr. Brillhart. Motion passed (3-0).

Temp. Ord. A-89

An ordinance establishing annual appropriations of money for the current expenses, capital expenditures and other expenses of the City of Cuyahoga Falls for the fiscal year ending December 31, 2017, and declaring an emergency.

Mrs. Klinger previously submitted a list of questions to all Departments. That list of questions and the responses given will be attached to the Finance Committee minutes. Permission was given from the members of the Finance Committee to open questions to all of Council as each category is discussed. There were no additional questions from Council concerning last week's meeting.

INFORMATION SERVICES

Mrs. Klinger stated that she had listed a question about the Building Property Maintenance and Repair, because, last year, they had talked about upgrading the fiber service. Her question was why is the amount still high in comparison to last year's budget. The response was that they did not upgrade the fiber service as was planned in 2016. It was postponed due to other projects. Mrs. Klinger stated the increase in Printing Services was due to the capital lease for citywide copiers ending in February 2017. Mr. John Konich, Director of Information Services, stated that there was an error made on the account number on the question sheet. That account number should be 54004. That one was increased because the three-year warranty on a lot of network equipment has expired, so now they have to start paying maintenance on that equipment.

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Mrs. Klinger thanked Mr. Konich for that clarification and asked if that is network equipment that they are buying maintenance on. Mr. Konich stated that was correct.

Mr. Iona asked if there were any plans anywhere in this budget for upgrading the audio equipment used by Council. Mrs. Klinger stated that it would be in Council's budget, so if Council wanted to make that request, President Pyke should make that request through the Finance Department. Mr. Konich stated that Mr. Pallotta has been involved with getting solutions on some better equipment, so it is being addressed. Mr. Pallotta stated that there has been a recent article that has come out about the FCC and negotiations with the wireless systems. He just found out this week that what they originally thought may have been six months away now is, at earliest, two years away. There doesn't seem to be as dire a need in the immediate future. It will come about in some time, but not for at least two years.

TECHNICAL SERVICES

Mrs. Klinger stated that this question wasn't addressed on the list, but the large amount under the Architectural Engineering Support Services account is for the Traffic Engineering.

INCOME TAX

Mrs. Klinger stated that, under Income Tax, she had a question under Miscellaneous Contractual Services. This was \$1,400 as legal research for tracking noncompliant taxpayers and \$6,000 requested for data processing of zero returns for compliance in collections. Mrs. Pyke asked Ms. Shelley Goodrich, Income Tax Manager, what accounted for the \$4,000 under Office Equipment. Ms. Goodrich stated that new computers were purchased for use when waiting on taxpayers that come into the office.

PARKS AND RECREATION

Mrs. Klinger stated she had no questions concerning the Parks Department. Mrs. Pyke stated that the budget for Travel, Training and Education had over tripled and asked Mr. Ed Stewart, Parks and Recreation Superintendent, who had traveled and what was the extra education out there. Mr. Stewart stated that out of the General Fund budget, they sent two of their Park Maintenance employees to the safety school for playgrounds. It's a three-day course, so they had to stay in Columbus and be tested.

Mrs. Klinger stated that a schedule of fees was handed out last week, so everyone should have a copy of that. This year, all the capital items for the five-year plan for the Parks is laid out on page 322. Mrs. Klinger asked Council if there were any questions for Mr. Stewart regarding any of these capital projects that might impact their area of the city. Mr. Stewart stated that, overall, when talking about the five-year capital plan, it changes on a regular basis. 2017 is set, but there are probably already some changes in looking at 2018. They follow the grants. They recently received a grant for the replacement of the Kelsey Creek Shelter. That will be in 2018. They have several grants outstanding. Some of these projects may be moved up or moved back depending on whether that grant money comes in.

Mrs. Pyke asked if they were all caught up on replacing the neighborhood parks. Mr. Stewart stated that, as far as the playgrounds, they are pretty well caught up right now. DeWitt is probably the next biggest playground. They have also spoken to the Woodridge Schools about being

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involved with that, since they install and maintain all playgrounds at the public schools in Cuyahoga Falls. That may also be a project that they try to incorporate into this. Mrs. Pyke asked if that would be for the new school they are building. Mr. Stewart answered that it was. Mrs. Pyke stated that they don't have anything budgeted for that. Mr. Stewart stated that that came up pretty much after this budget was put together, but it would not be in 2017. It would be in 2018. Mrs. Pyke ask if they would bump something from the current schedule and do that park. Mr. Stewart stated that is a probability. The Waterworks pool finish is listed on there. They assess when it will need to be done every year. At the end of this year, it looked good, so they probably won't have to replace the finish in the pool in the next year. They may have to do it in a couple of years. Mrs. Pyke asked if the Waterworks Lazy River is on there because it is sinking. Mr. Stewart stated that it has slowed down from when he had talked to her before. Right now, there is no need to replace it. It is kind of a placeholder in case they need to do something in the future. The one end sank about five or six inches in the first 15 years, but it has held steady since then. Mrs. Pyke stated the Property Building Service Contracts is almost \$10,000 for 2016, but they have never budgeted anything for that prior to 2016 and there is nothing in the budget for next year. Mr. Stewart stated that was a contract for the lighting system at Waterworks for the softball fields. They offered them another 10 years on the warranty. The warranty basically covered somewhere between \$4,000 and \$5,000 worth of work every year.

Mrs. Klinger stated that, under the Rec Levy, the Architectural Charges for \$20,000 is for the design of the Kelsey Creek Shelter. Refunds and Reimbursements for \$750,000 is a reclassification. What used to be a transfer between the Rec Levy and Leisure Time Fund is now considered a reimbursement. Mr. Hoffman stated that was correct. Over the last couple years, they have been cleaning up all the transfers based upon the auditors coming in, so that is what they are doing here, as well.

LEISURE TIME

Mrs. Klinger stated that she would like direct Mr. Stewart to page 333, which is the five-year capital for the Natatorium, golf course, Waterworks, batting cages and Quirk Center. She asked if he had comments he would like to make on their capital plan. Mr. Stewart stated that, for 2017, the Leisure Time Fund, for the most part, is maintenance things. The \$18,000 for the Natatorium is for management of the roof project. That contract has already been approved with the contractor. That will be onsite management the whole time that they're doing the project over the Aquatic Center. There were three air conditioners that went bad this year at the Quirk Center, so those will be replaced. Mrs. Klinger asked why they still have additional funds budgeted for future years for roof repairs for the Natatorium when they just put all this money into the roof. Mr. Stewart stated that those would be for the flat roofs that were not done as part of this project. The first project they did was about 18 percent of the roof on the Natatorium. This is more of the timeline of when the flat roofs usually need to be replaced. There were Ash tree issues at the golf course, and they removed a critical tree to the design of the golf course on the 16th hole. They have talked to some designers and plan on putting a small bunker complex in front of the 16th green and doing some creek restoration to kind of guard that hole. At Waterworks, they have replaced both the boilers that heat the pools, but this is for the domestic water. There are two boilers there that heat the domestic water for the showers and sinks. That will also be replaced this year.

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Mrs. Pyke asked why, under Cleaning Supplies, they budgeted between \$23,000 and \$25,000 for the past few years and the actual costs are at \$15,000 as of the end of September, and, next year, they want to over double that to \$53,000. Mr. Stewart stated that, at the Natatorium, they entered an agreement with GoJo. They gave them three pallets of gym wipes to take care of the equipment, and that is what they have used, so far, this year. They like the product and think it is a better solution to keeping the equipment and patrons germ-free. They are going to continue using the gym wipes instead of the small white towels. They increased that Cleaning Supplies account at the Natatorium by \$29,400. That will buy enough wipes. Also, in that project, there are a couple of line items. Part-Time Labor was decreased because of all the washing of the towels. Service Contracts was decreased by \$6,300, because that is where they used to buy a lot of those towels. They spent \$11,000 to \$12,000 a year. There are some other things that made that increase a little bit. When it's all said and done, it's a wash to go from the towels to the wipes. They think it is a better service for the patrons. Western Reserve Hospital is going to give them \$6,000 to put their name on the dispensers.

Mrs. Pyke stated that, under Recreation Programing Supplies, they have typically spent \$5,000 to \$6,000. They budgeted \$10,000 and amended it to \$15,000. They have currently spent a little over \$5,000 and next year's budget is \$9,000. She asked what has happened that caused it to be amended to almost \$15,000 and are the bills outstanding. Mr. Stewart asked what department that was in. Mrs. Pyke stated it was under Other Operations and Maintenance at the Quirk Center. Mr. Stewart stated that Janet stocks up toward the end of the year on all the supplies for ceramics and pottery. They stay busy all year, but the busiest time of year is in the winter, so she has probably just purchased a big supply of that. Mrs. Pyke asked if they figure the amount to be close to \$10,000. Mr. Stewart stated that that is what they budget every year and they usually spend it. The amendment is because they didn't pay last year's bill until January.

WATER FUND

Mrs. Klinger stated that under the Capital Projects for the Water Fund on page 243, the one item that stood out to her was the Oak Park water tank demo, because, last year, they talked about painting it. Mr. John Christopher, Water Department Supervisor, stated that, originally, Benza and Associates did a routine inspection of the water tank. At the time, their recommendation was that the tank needed to be painted. They also mentioned some deficiencies within the tank. At that time, they didn't feel the tank was in immediate need of these repairs, but they did mention it in the report. The main thing they mentioned was the tank needed to be painted. That's why they budgeted for just the painting. In February of this year, they received a report back from Benza that, from their perspective, they felt, moving forward, that these repairs need to be made if they were going to be the consulting engineer. That raised the cost of the project to over \$800,000. At that time, it was decided to determine how necessary the Oak Park tank is. They worked with another engineering firm and a gentleman by the name of George Sendrey, who was with Benza and is now with the Environmental Design. They worked with them and did a feasibility study. Based on hydrant pressure in the area and flow readings obtained while working with the Fire Department, they have been able to determine that there is really no loss of pressure with the Oak Park tank out of service. Nobody noticed a difference for the almost two-week period that that tank was out of service. They spoke with the EPA and they determined that they have enough elevated storage throughout the system that if they were to take the Oak Park tank out of service, it wouldn't be an issue with them, especially if other precautions at the Water Treatment Plant are

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taken to make sure that the plant stays in service, because, if there is a catastrophe in town and the electricity is out and they can't make water, at least they have the elevated storage. they have approximately one day's worth of usage in elevated storage, which is good. So, again, based on the information received from the Fire Department as far as flow testing, residual pressures, static pressures from hydrants and the report from Environmental Design, it was determined that they can safely take that tank out of service. So, rather than painting it and spending the money to have it refurbished, they will be able to take it down.

Mrs. Klinger asked if they are at the point where they should re-dredge the well ponds again, and if not, what is the timeline on that. Mr. Christopher stated that they have changed their strategy. What they now do is periodically have a diving team come in and take core samples at different lagoons. When they bring these core samples up, they determine what the sediment buildup is. That way, rather than just going in and dredging an entire lagoon or three or four lagoons, they now look at these core samples and determine that this lagoon has more sediment in this end of the lagoon rather than in this end of the lagoon. They have also changed their strategy in dredging lagoons. This same company can pump air down into the bottom of the lagoon and break up any type of buildup that might be in there to help the flow get down from the lagoons to recharging the well field. So, they have changed strategies as far as going from dredging the lagoons to getting core samples to determine how much sediment is in there, and then pumping compressed air to break up the bottom of the lagoon to help again supply filtration down to the aquifer. Mrs. Klinger asked if, by using this method, the sediment wouldn't just settle back down to the bottom again. Mr. Christopher stated that they don't see very much sediment. Right now, the lagoons are down quite a bit, because there hasn't been a lot of rain lately and they are still filtrating down into the aquifer. The first year he worked here, they did the dredging and it was quite an expensive project. They have fine-tuned it using this new strategy, as opposed to going in full bore and again pulling out a lot of material that they wanted left in the lagoon. Mr. Pallotta stated that they have a five-and-a-half-acre lake that has about an inch of silt base. He went to several pond companies and they suggested that they put in bottom aeration. It promotes microorganisms and eats the sediment. They have had it going since 2006, and the sediment has decreased. Each pump uses about as much power as an electric light, so it's financially feasible to do and inexpensive to operate. It promotes fish life and stifles vegetation growth, because vegetation does not want oxygen. Mr. Christopher stated that he would like to consider that and would contact Mr. Pallotta for more information.

Mrs. Klinger stated that, last year, they had talked about solutions for remote meter reading and the replacement of those meters on both the electric and the water side. She wanted to know if they have made any progress on that. Ms. Teresa Hazlett, Deputy Service Director, stated that they are still investigating that. On the water side, the reads are coming in as they should and they are not having to go out and do too many manual reads. The only issue with meters on the water side is reading those water meters that are in pits and finding a good location to move those meters.

Mrs. Pyke stated that under Contractual, the Computer System Support for 2016 had been budgeted at \$77,000 and then amended to \$197,000. So far, only \$13,000 has been spent. She asked Mr. Christopher if he could explain that fund and how they came up with a number of almost \$79,000 for next year's budget. Mr. Christopher stated that he doesn't budget that account. Mrs. Klinger stated that they will leave that question pending for Mr. Hoffman or Mr. Konich to answer

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later. Mr. Konich stated that on the amended, it sometimes is a timing issue on payment. Mrs. Klinger stated that that's what it looks like. Ms. Nichols-Rhodes stated that in the five-year-capital plan, for 2017, there is the amount of \$50,000 for a vehicle and then another \$50,000 in 2018. She asked what type of vehicles those are. Mr. Christopher stated that vehicle for 2017 is a one-ton pickup truck. It's a 606 vehicle that they want to replace. In 2018, it would be another one-ton pickup truck they would replace. Mrs. Klinger stated those are usually split between the Water Department and the Sewer Department.

SEWER

Mrs. Klinger stated that the first question under Sewer was on rates. She asked Mr. Hoffman if he would address the response they submitted on the rates that they are negotiating on this multi-year master meter read with the City of Akron. Mr. Hoffman stated that they had talked about negotiating with the City of Akron for their sewage treatment costs and how their costs and plan have impacted the City. That has been taking a long time, and he believes they are getting very close with that contract. There are a lot of sticking points. It not only affects the City of Cuyahoga Falls, but the City of Tallmadge, Springfield Township and Summit County. A lot of Summit County flows to the Akron Sewage Treatment Plant, as well as their own. They are working on getting the verbiage and the points of the contract together. Part of the rate that is seen in the Sanitary Sewer is split up between two portions. There is essentially a portion that pays for the operating costs of the sanitary sewer system within the City Akron, as well as a pass-through amount for the treatment through Akron. They do not anticipate any rate increases in the operating cost, but they are anticipating a percentage increase over next year in the pass-through that will fall flat in 2017, 2018 and 2019. Once they get that contract, they can talk about that contract at that point in time, but, in the budget, they have a nine-percent increase anticipated on that pass-through side, but that will hold steady with no increases for 2018 and 2019. Mrs. Klinger asked if Akron was still behind in billing Cuyahoga Falls. Mr. Hoffman stated that Akron is not behind in billing them. They haven't paid a portion of the old charges yet. Until the contract is signed, they are holding it.

Mrs. Klinger stated that on page 233 of the Capital Project for Sewer, something that jumped out at her was the Beau Ravine Pump Station. This was put in in 1999. She asked if that was a subpar pump that the developer put in. Mr. Christopher stated that that pump station is under-designed. They have to replace pumps every year there, because they're running too much and burn out. The station is undersized. They had a gentleman who does this type of work look at it. He determined that if the pump station size was increased and they increase the electrical capability to feed a three-phase, they then will be able to use larger pumps. Right now, they can only handle five-horsepower pumps. If they increase electricity to three-phase, it gives them more electricity so they can use larger pumps there. If they spend this money one time to make these improvements and put in the larger pumps, they shouldn't have the problems that they have been having. Mrs. Klinger stated that it sounds like it was clearly a design flaw and asked how they would keep this from happening on future development that has pump stations. Mr. Tony Demasi, City Engineer, stated it was a design flaw. Moving forward, they have done a better job in the Engineering Department in working with the developers and the developers' engineers to size pump stations correctly. Mr. Christopher stated that this is the only station they have had this problem with. At Beau Ravine, the pump station is down in the Valley and it has quite an elevation that it has to pump against. They really didn't account for the head that they would be have to be pumping

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against. Mrs. Klinger stated that she understands that, but she is more frustrated from the standpoint of the City's Sewer Fund users having to pay to for something that should have been paid for by the developer and homeowners in that development. If they are replacing these annually, it is ridiculous. It is frustrating that they must go through a whole redesign.

Mrs. Klinger then asked if Mr. Christopher could explain the sewer dig-up material in the well field. Mr. Christopher stated that when they have a sewer dig-up or water dig-up, that material cannot go back into the hole. It must be hauled away and then they put in fresh material. They haul it back behind Waterworks Park, past the last baseball field. Every year or every other year, one of their employees will go out there with a bulldozer and smooth it to make it easier for the next year when they are dumping. Over the years, it has built up to the point where they must remove this material to make more room for future dig-up materials. Mrs. Klinger asked if there was a way they could process the dig-up material and sell it. Mr. Christopher stated that it is not the type of material that anybody would want. He will look into it and talk to some excavators who might have a use for it, but there is a lot of material and it is not quality fill material. Mrs. Klinger stated that in the Sewer budget, under Property and Building Maintenance, they've had an increase. This is one of the questions she asked ahead of time and the answer was that the increase is for \$6,000 more for root foaming. Mr. Christopher stated that was correct, and then, as mentioned earlier, the removal of the sewer dig-up material.

Mr. Christopher stated that a significant increase there is the manhole casting replacement. That is a 50-50 split with the Storm Sewer. That is different from the manhole lining. The manhole casting replacement is where a company will come in and dig about two feet outside of the existing manhole, literally pick that whole section up, do a total rehabilitation around the manhole and then replace that area that they pulled up with new asphalt or new concrete, so that the manholes are secured from the top. By doing this process, they make sure that the manholes are tight from the top when the company comes in and lines the manhole. In the spring, they will come with the manhole lining and line those same manholes so that they're completely tight from the bottom all the way up to the road surface. Mrs. Klinger asked if they have already identified the replacements they will be doing for this year. Mr. Christopher stated that he has, but Russ Crane will be there next week for his budget, so he will run that question by him. Mrs. Klinger asked if this is going to be an ongoing yearly expenditure. Mr. Christopher stated that he is not sure if they are going to do this every year. If the readings from the main sewer meter and the flows during high-storm readings or high-storm periods continue to decrease, it will be money well spent and probably something they would want to continue.

Mrs. Pyke asked why the increase in anticipated refunds and reimbursements at the bottom of page 238. They had budgeted \$4,000 and, as of September 30th, actuals were \$25,744. Next year, they budgeted \$4,000. Mr. Christopher again stated he was not familiar with that. Mr. Hoffman stated that he would be happy to look into it and get back to Mrs. Pyke and Mr. Christopher next week.

The meeting adjourned at 7:16 p.m.

2017 Budget Questions; (responses in blue)

- Overall

- What are the assumptions for the five year general fund forecast?
 - Property Taxes: 3% re-appraisal in 2018, 3% re-appraisal in 2021
 - Local Gov't County – 1% annual increase
 - Outside Service Services: 3% increase for known contracts
 - Internal Service Charges: 2% anticipated annual increase for Indirect Cost Allocation
 - Interest Revenue: 3% annual increase
 - Income Tax Transfer: 2.5% annual increase
 - Personal Services: 2% annual increase
- Property Tax assumption
 - Assume 98% collection of taxes generated from County assessed valuation, plus \$270,000 of delinquent taxes
- Income Tax assumption
 - Assume 2.5% increase on withholding taxes only. All other taxes projected flat from 2016 anticipated collections
- Wage increase assumption
 - All scheduled union and non-bargaining pay increases are budgeted. They are as follows:
City Council, Mayor (MSG), and Senior Cabinet (ESG) – 1/1/17 2%.
AFSCME - 1/1/17 is current rate, 7/1/17 2%.
Non Bargaining - 1/1/17 is current rate, 7/1/17 2%.
Police Blue - 1/1/17 is current rate, 7/1/17 2.5%.
Police Gold - 1/1/17 is current rate, 7/1/17 2.5%.
Firefighters - 1/1/17 is current rate, 7/1/17 2%.
Dispatchers - 1/1/17 is current rate, 7/1/17 2%.
Electric - 1/1/17 is current rate, 7/1/17 2.5%.
- Benefits assumption
 - **Wage based benefits: Pension** - OPERS 14%, OP&F Police 19.50%, OP&F Fire 24.00%.
Medicare 1.45% for all but a few employees hired before April 1986. **Workers' Compensation** 1%. **Other Bi-weekly benefits: Medical, Dental and Vision** is based on the plan the respective employee signed up for in open enrollment last November with an increase of 6.8% to Medical, no change to Dental and a 11.7% reduction to vision rates.
Monthly benefits: Life insurance generally .0145 per \$1,000, with a cap for some unions.
- Please provide an update 2016 Debt Schedule and projected 2017 Debt Schedule
 - Completed 11/3/16. To be handed out 11/14/16.

- Revenues

- Why are liquor permit fees down in 2016? Is this a timing issue?
 - This is a timing issue. The final distribution is sent by the State in November. As of 10/31/16, we received \$18,225.26 compared to \$14,346.23 at this point in 2015 and \$9,526.30 at this point in 2014.

- Self Insurance Fund
 - Per last year's budget discussion, Miscellaneous Contractual Services was mostly for wellness services with Vitality Wellness IQ. Is that still the case, and is there an issue with billing that it is so far below the 2016 budget with an increase for the 2017 budget?
 - The expenses associated with Vitality Wellness IQ were moved to 705-1200-54999 when the Purchase Order was issued. As of 10/31/16, we paid \$21,054.00 for these services. Due to an oversight, these costs are included in the budget under account 705-1200-54005 in the amount of \$25,674.00
- Worker's Compensation Fund
 - 706-1200-49204 No refund this year and \$121k budgeted for 2017, why?
 - We transitioned to the Group Retro Pool in 2015. The first evaluation of our group performance is in 2017 for the 2015 PY plan. This is the estimated rebate that will be received in June 2017.
 - 706-1299-54009 Why are we budgeting for legal expenses when we haven't had incurred them?
 - Historically, we budget \$5,000 as a contingency for the potential of incurring legal expenses.
 - 706-1200-51111 Last year we discussed the increase due to some individual large claim payout? Is this projected down for 2017 because we have changed pools?
 - No, this is the "tail retro claim payments" for 2006-2015, during the period we were self-insured.
- Compensated Absences Fund
 - Why was there such an increase in Sick Leave Cash Out (combine 032 & 033) from 2015 to 2016? What is the rationale for the 2017 amount?
 - We have experienced an increase in the number of employees that are eligible to start drawing down on their sick leave balance by one-third (9 in 2016 vs. 3 in 2015). We also experienced an increase in employee retirement/termination that met the eligibility requirements to receive their sick leave (13 in 2016 vs. 9 in 2015).
 - Given the recent increase in employees who received their first distribution, it is very likely that these same employees will request a second distribution in 2017. Turn-over and unknown retirements are always wild cards, but we feel confident that our amount of \$362,151 is a conservative estimate for 2017.
- Information Services
 - 101-5800-53021 Last year this was \$5k for maintenance to the fiber network as needed, which would continue. However, \$2,500 was for a specific fiber connection between Tech Services and the Service complex, so why is this cost repeated for 2017?
 - We didn't upgrade/replaced the fiber in 2016. Projects were postponed due to other projects.
 - 101-5800-53037 Why the increase in 2017?
 - The capital lease for city wide copiers ends in February 2017. Based on analysis, we anticipate entering into a maintenance agreement rather than replacing copiers. Because of this, there is a decrease in the capital lease line item.

- 101-5800-54005 Why the increase in 2017? I thought the cloud computing would lower our overall costs.
 - A majority of the savings going to a cloud based system is the need to purchase capital equipment in future years.
- Income Tax
 - 201-3100-54005 What is this for?
 - Total budget request \$7,400. An amount of \$1,400 is requested for legal research services (LexisNexis) for tracking noncompliant taxpayers. An amount of \$6,000 is requested for data processing of zero returns to allow staff to work on compliance and collections.
- Police
 - 101-1500-53015 Why did this decrease?
 - The decrease was due to us using the 222 (Law Enforcement Assistance Special Revenue Fund) which may only be used for training purposes
 - 101-1500-53021 Why did this increase?
 - Increase is for some electrical work to provide a means to charge the SWAT truck.
 - 101-1500-53032 What are we buying?
 - We are purchasing monitors, PCs, a laptop, and a HDMI from VGA switch for our camera system.
- Communications
 - Are you assuming the staff will not move to the regional dispatch center in 2017?
 - We are still anticipating the switch to a COG in 2017. Appropriation changes will be made once legislation to create and fund the COG is approved.
 - 101-1800-53032 We said we were purchasing 5 PC's in 2016, is this going to happen?
 - Information Services Department was able to do some upgrades to the computers instead of replacing them so we will not be purchasing them in 2016.
- Fire
 - 54004 Computer System Support – Did we implement the FireHouse software in 2016? If so, it this the on-going cost?
 - We moved FireHouse to cloud in 2015. This manages all fire department needs other than electronic charting. It has been a recurring cost since then. We implemented FireHouse medic in 2016. We were reimbursed the cost by AGMC- Cleveland Clinic. The product under performed. We are going with an electronic charting called ESO. This will be reimbursed by AGMC also.
- Human Resources
 - 54004 Computer System Support – Why did this increase?
 - This is related to the support fees for Innoprise: Payroll / HR module. This was expensed entirely to Finance Department (0400) in 2016 in the amount of \$16,683. We felt we were better served splitting this function in half to record some maintenance fees in the Human Resources cost center. Both Finance and Human Resources are budgeted \$9,655 each for these fees in 2017.
- Sanitation
 - Revenue – Are there any proposed rate changes?
 - No planned rate changes in 2017.

- 52041 What is the plan for purchasing refuse containers this year?
 - The plan is very similar to year's past. 1000 Yard Waste carts (\$55,000), 1500 replacement carts (\$82,500), (1) 20-yard roll off container (\$4,800), and the rest is to purchase various size front load containers to replace boxes at all the City buildings since we are switching from rear load trucks to front load trucks.
- Capital – please be prepared describe the office renovation at the meeting. Do you have a quote for the work?
 - Chuck will describe the renovation. The design would be in 2017. At this point, we do not have a quote.
- Sewer
 - Revenue – Are there any proposed rate changes?
 - We are in the final stages of negotiating a multi-year master meter rate with the City of Akron. At this point, all indications are that we will need to increase the Sewer Treatment portion of our rate by roughly 9% in 2017, with no projected increase in 2018 and 2019.
 - Budget Fund Balance – Is it enough?
 - There are some projected retro-active costs that will be paid in 2017, but will be made up in collections during 2018 and 2019.
 - Capital
 - Isn't Beau Ravine a newer subdivision? What happened to cause this expenditure? The pump station was put into service in 1999. In recent years, the pump has not been running as efficiently and has failed on occasion.
 - At the meeting please explain the "Sewer Dig-up Material in Well Field" project. John Christopher will address this project.
 - 53021 Property/Building Maintenance and Repair – Why the increase?
 - \$6,000 more for root foaming, \$25,000 more for manhole castings, and \$15,000 for sewer dig material removal. This will be necessary in the well field to make room for future dig-ups.
 - 53047 Tools & Equipment – Why the increase?
 - The purchase of sewer pumps to have on hand and installed by the department.
 - 53048 Tools & Equipment Maintenance & Repairs – Why the increase?
 - Repairs at the 21 sewer pump stations as necessary.
- Water
 - Capital – Oak Park Water Tank – Last year we said it was inspected and only needed painting, what happened?
 - During preliminary plans to pain the tank, the retaining ring inside the tank needed to be replaced. This issue was studied and the best route forward was to take the tank out of service.
 - Revenue – Are there any proposed rate changes? Since Residential is slightly down from 2016 budget it doesn't look like it.
 - There is no projected rate increase in 2017.
 - 52013 Meter Supplies – What is the plan for 2017 with meter replacement?
 - Older water meters will continue to be replaced as necessary.
- Electric
 - Revenue – Are there any proposed rate changes?
 - The increase in 2017 is 1.5%. It was approved by City Council in 2014.

- What is the projected debt service based on the 2017 budget? Are you projecting we will be below the requirement in 2016?
 - The projected 2017 debt service for JV5 and JV2 is \$1,886,900. Based on calculations, we will meet the debt coverage covenant. We anticipate meeting the requirements in 2016 for two reasons: 1. Implementation of GASB 62, and 2. The rate stabilization loan.
- Capital – During the meeting please explain the Peaking Generation project \$1M.
 - Mike Dougherty will discuss this at the meeting.
- Utility Billing
 - 54005 Misc Contractual Services – What is the \$26k for?
 - The \$26k is the combined amount of per record cost for SmartBill to do our bill print annually.
- Community Development
 - 54005 Misc Contractual Services – What makes up the \$121k, please round to \$(000).
 - \$50,000 - Miscellaneous contract services to support planning and economic development activities throughout the city, including, but not limited to, appraisals, grant application assistance, environmental assessments. \$3,000 - Reimbursable fees associated with providing the AMHA environmental review assistance per HUD. Fees will be reimbursed to the City. \$20,000 - Consulting fees with Deb Sanborn to assist with various DHRB-related activities. \$48,000 - Broker fees to assist the City with retail recruitment for the downtown redevelopment project.
- CDBG
 - What land are we buying and the purpose?
 - Funds will be used to purchase property for the creation of additional surface parking on South Front Street. Several properties are currently under consideration at this time.
- Rec Levy
 - 54002 Architectural/Eng Services – What are we doing with the \$20k?
 - The 20k will be used for the design work on the Kelsey Creek shelter replacement that we received a grant from ODNR in the amount of \$59,114.00, construction to take place in 2018. Also we hope to use some of the funds for documents needed in grant applications for future Keyser Park development.
 - 54301 Refunds – What is the \$750k?
 - This is an accounting correction. Based upon State Audit recommendations, the “transfer” from the Rec Levy Fund to the Leisure Time Fund cannot be classified as a true transfer. It can be classified as a reimbursement, and you will see a subsequent revenue reclassification in the Leisure Time Fund to address this correction.
- Leisure Time
 - Are there any rate changes planned in Leisure Time?
 - We are providing the rate changes for the Parks and Recreation Department which were approved by the Park Board on 11/10/16.