

**Cuyahoga Falls City Council  
Minutes of the Finance Committee Meeting  
December 20, 2010**

**Members:** Kathy Hummel, Chair  
Don Walters  
Carol Klinger

The Finance Committee reconvened at 7:55 p.m. All members were present.

The minutes from the December 6, 2011 and December 13, 2011 committee meetings were approved as submitted.

**Legislation Discussed:**

Temp. Ord. A-142  
Temp. Ord. A-149  
Temp. Ord. A-150  
Temp. Ord. A-151  
Temp. Ord. A-152

**Discussion**

**Temp. Ord. A-149**

An ordinance authorizing the Director of Public Service to cancel Contract No. 6339 with the Village of Silver Lake, Ohio, and declaring an emergency.

The City provided Silver Lake with building code enforcement services. With the City's Building Dept. moving to Summit County, that would mean that the Silver Lake contract would need to be assigned to the County, however, Summit County did not like it so the contract is being cancelled effective January 1, 2011.

Mr. Walters moved to approve bringing A-149 out of Committee with a favorable recommendation, second by Mrs. Klinger. Motion passed, voice vote (3-0).

**Temp. Ord. A-150**

An ordinance amending Ordinance No. 99-2009, which amended Ordinance No. 6-2009, establishing compensation levels for non-bargaining employees of the City of Cuyahoga Falls for calendar years 2009, 2010 and 2011, and declaring an emergency.

Mr. Brodzinski stated this is the legislation required for nonbargaining staff. The Administration has been working on various unions and working with nonbargaining. This eliminates furlough days effective January and will provide a 2.25% raise effective July 1. It involves approximately 80 to 90 employees. Mrs. Hummel pointed out a typo on line 23. The word "to" needs to be inserted after the word "amendment."

Mrs. Klinger moved to approve bringing A-150 out of Committee with a favorable recommendation, second by Mr. Walters. Motion passed, voice vote (3-0).

**Temp. Ord. A-151**

An ordinance authorizing the Director of Public Service to enter into a contract or contracts, according to law, for the purchase of certain materials for the Sanitation Division during 2011, and declaring an emergency.

Mrs. Carr stated this was just for sanitation carts and was talked about previously. This legislation gives authorization to make the next purchase. The previous purchase was off a state contract and they plan to do that again. It is about \$200,000. These are the recycle carts.

Mr. Walters moved to approve bringing A-151 out of Committee with a favorable recommendation, second by Mrs. Klinger. Motion passed, voice vote (3-0).

**Temp. Ord. A-152**

An ordinance authorizing the Director of Public Service to enter into a contract or contracts, according to law, for the purchase of annual requirements of certain materials and supplies in the Street Department during 2011, and declaring an emergency.

Mrs. Hummel stated the language in Section 2 is changed. Mrs. Carr stated these are the same items that are purchased each year. Salt is the same price. Asphalt is \$150,000, signage is \$25,000 and salt conveyance is \$25,000. The City conveys its own salt because it is cheaper.

Mrs. Klinger moved to approve bringing A-152 out of Committee with a favorable recommendation, second by Mr. Walters. Motion passed, voice vote (3-0).

**Temp. Ord. A-153**

An ordinance authorizing the Director of Public Service to enter into a contract or contracts, according to law, for the purchase of annual requirements of certain materials and supplies in the Water/Sewer Utilities Department during 2011, and declaring an emergency.

Mr. Christopher stated these are the annual requirements for Water and Sewer. It covers fire hydrants and parts, chemicals, license and permit fees, utility patch program, and meters and related materials. Mrs. Hummel asked how much was remaining on the meters and related materials for AMR. Mrs. Carr stated \$130,000 is to complete the outstanding residential meter project. There are 15 large commercial meters. The number required under the contract has been met. A few of the targeted meters were flip flopped because they discovered that some of the meters needed to be re-routed. This \$130,000 is for residential only. When they get to the commercial meters, they may need to come and ask for a separate look at that because they do not know the specifics. This amount is outside of the contract. There should not be any more paid outside of the contract.

Mr. Walters moved to approve bringing A-153 out of Committee with a favorable recommendation, second by Mrs. Klinger. Motion passed, voice vote (3-0).

**Temp. Ord. A-142**

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, 2011, and declaring an emergency.

Mrs. Hummel stated that Council received the information it requested. She also reminded everyone that Council's next meeting will be on Tuesday, December 28 because the City is closed on Monday.

Outstanding Issues

Mrs. Klinger asked about the capital on signage. Mrs. Truby stated with the \$45,000, they can switch that around a little. Mrs. Klinger did not feel signage was a priority in terms of capital. She suggested taking what has been slated for signage and moving it to Streets. She asked about the money associated with outstanding permits in the Building Department. Mr. Demasi stated it is \$183,000 as it stands right now. Mr. Walters asked about the spreadsheet that was provided regarding Riverfront. Rocking on the River had 14 events. He asked if a discount was given if a promoter had more than one event during the season. Mrs. Truby stated she did not have any of the information with her. She thought since no questions were asked the previous week, Council didn't have any. The sheets were based on 2009. She believed 2010 would fluctuate by about \$1,000 here and there. The Fire Department inspections are new charges. Also, when you do sanitation for a three or four day event, there is more involved. They update their figures on an annual basis. Mr. Walters wanted to make sure

the City recovers its costs. He asked if the \$750 site rental fee included the stage and green room. Mrs. Truby stated it varied by event organizer. Some take everything and some take the outside only. They recover all port-o-let costs. Mr. Walters called to rent the stage for a wedding. There was a four hour minim but he thought the cost quoted was \$500. Mrs. Truby stated it was difficult to answer without the information in front of her. She suggested that Mr. Walters e-mail his questions to her and she would respond. Mr. Walters stated The Sheraton has its own wedding coordinator and he was approached about renting the gazebo in Prospect Park next door for ceremonies. This could generate a lot of revenue for the City. Mrs. Truby stated she would follow up on that.

Mrs. Hummel asked about the self-insurance fund. She stated that Mrs. Meganhart had indicated the previous week that the cost was \$75,000 to \$100,000. She asked how that payment was being accomplished because Council has not seen any legislation for it. Mr. Brodzinski stated it comes through administrative fees and are sent through Medical Mutual. It is built into the administrative fees. Mrs. Hummel asked if the City would still have the fee if it deleted the broker. Mr. Brodzinski stated he would look at the contracts but felt if the City deletes the broker, it would not have the fee. Mrs. Hummel assumed the broker would be to the City's benefit. Mrs. Carr stated that United Health Care did the same thing. Mr. Rubino asked if that was a fee or a commission. Mr. Brodzinski believed it was a fee but he would have to check on it. Mrs. Pyke asked about general administration budgeted for \$380,67. It is also under water and sewer for enterprise fund. She asked what makes up that allocation. Mr. Brodzinski stated it was for support services provided through the General Fund for various funds. The calculation is based on a complex formula and number of purchaser orders. It is also found under Council, Law Department, Mayor's Office and Service Director. Mrs. Pyke asked about Electric, Water and Sewer. Mr. Brodzinski stated it can be found in any fund other than the General Fund. He added it is on page 57 in the Street Fund. Mrs. Pyke asked if it has always been in the budget. Mr. Brodzinski stated it was but not necessarily where it is listed now. Under New World, it was called something else.

#### Building and Grounds

The proposed 2011 budget is \$1,122,965, which is a 0.33% decrease from 2010. Mr. Brodzinski stated there was a reduction for a request for landscaping supplies and a reduction in internal service charges.

#### Parks and Recreation

The proposed 2011 budget is \$2,869,394, which is a 2.09% increase over 2010.

#### Recreation Levy Fund

The proposed 2011 budget is \$1,381,245, which is a 3.70% increase over 2010. Mrs. Hummel asked about the 2010 actual number for Tools and Equipment Purchase for \$14,445. It is \$10,000 more than what had been budgeted. Mr. Stewart stated there were four slides in the park system that had catastrophic failure and needed to be replaced. They also had several break-ins and spent \$2,000 on security equipment. Mrs. Hummel asked about the \$50,000 budgeted for 2011 under Buildings. Mr. Lohan stated that is a change they are making at the Nat. The revolving door has been a constant nuisance plus people have been using the other doors. They are building an air lock on the inside to cut down on the heat loss and replacing the door. Mrs. Hummel asked about the bond principle payment for 2010. Nothing is shown in the budget. Mr. Brodzinski stated that the payment is made in December and the budget was presented before that. The payment has already been paid.

#### Leisure Time

The proposed 2011 budget is \$16,452,832, which is a 6.18% decrease from 2010. Mrs. Hummel asked about the \$108,000 budgeted for Tools and Equipment Purchases. Mr. Lohan stated that each year, they budget \$150,000 in capital for addition or replacement of equipment. The new auditors have informed them that the things that were previously capitalized do not meet the criteria so in 2010, they had to start budgeting in capital. In 2011, they are budgeting \$100,000 for what they previously budgeted in capital. \$50,000 is under land but should go into building capital. Mrs. Hummel asked about the \$54,800 in Contractual Other. Mr. Lohan stated

it is increased because of the Friday night dances held at the Nat. Last year, they averaged 280-300 people but this year the average is 60. Mr. Walters asked about the workout area planned for City Hall. Mr. Lohan apologized for not having informed Council about this function sooner. It will be in the old court section. They tried to figure out how to use that space without doing major reconstruction. There was no other way to utilize the space without incurring costs. Something for the aging population is needed. They are developing a program for functional fitness. They used capital money through a fund they had already been allotted. They used County labor they received from a federal program. If it doesn't work, they can always bring the equipment back to the Nat. Membership will be a stand-alone fee following the same structure as the Nat. The hours will be different. They will let demand drive what those hours will be. Mr. Walters stated it will certainly help take the overflow that occurs in January and February.

Waterworks: Mrs. Hummel stated there are no sanitation charges budgeted for 2011 and none were budgeted in 2010. Mr. Brodzinski stated he would look at that. Mrs. Hummel asked about the 2010 sewer charges. Mr. Stewart indicated they did not have an actual meter for 2-1/2 years so that was a make-up. Mrs. Hummel stated revenue was up almost \$150,000 from what was projected.

Golf Course: Mrs. Hummel stated revenue was down and asked if more was expected. Mr. Lohan stated it was \$949,714.33 through the end of November. He expects another \$1,100 to \$1,200 in December. They will be \$8,000 short on fee-based revenue at the golf course.

Quirk Cultural Center: Mrs. Hummel asked about the \$28,000 under Lands and Building Service for 2010. Mr. Lohan stated they had a boiler that went out for \$22,000+ that was not planned for. Mrs. Pyke stated there was money budgeted for storm water charges for next year but had not had any previously. Mr. Brodzinski stated it is the City's building now. Mrs. Pyke asked if the playground was part of Quirk. Mr. Lohan stated it is just another playground. Mrs. Pyke asked if residents will see any changes at Quirk in 2011 in programs or fees. Mr. Lohan stated they are always looking at programs but were not planning anything big.

Downview: There were no questions.

## Police

The proposed 2011 budget is \$8,398,880, which is a 6.51% decrease from 2010. Mrs. Hummel commented on the change in accounts. Mr. Brodzinski stated they previously had one standard account and have now broken it down into various sectors. It gives them the ability to tell where any overtime is going. Chief Pozza stated that last Friday the Police Blue ratified its contract. Mrs. Pyke asked for information for anyone wanting to make donations for the dog. She thought there was a fund for that. Chief Pozza stated the breakdown was more of an internal handling that will allow revenue that comes in to be earmarked to go into this category. Mrs. Pyke asked if the line item was just for canine or for other items. Chief Pozza stated it is for anything, but if someone donates money for canine, it will go to canine. Mr. Iula stated the *Falls News Press* indicated that the CSO is retiring and asked if anyone would be brought back. Chief Pozza stated they will be bringing back laid-off individuals as attrition occurs. Mr. Walters asked who is included in Administration. Chief Pozza stated it is anyone and anything not under investigation or patrol. It could include furniture for a captain. Mr. Walters stated that Council previously passed legislation regarding Crime Stoppers which would double the reward for information on crimes. Chief Pozza stated he attended a luncheon for Crime Stoppers. There is a big push to utilize it more. There is a lot of money in the fund that is not being used. Mrs. Colavecchio asked what Prisoners and Sustenance included. It was budgeted for \$44,000 but costs came in at \$24,000. She also asked where the costs for transporting prisoners to the courthouse would go. Chief Pozza stated that in 2010 they had a large credit from Bob Barker. The amount is for jail uniforms, toothpaste, brush and meals. The 2011 budgeted numbers will be truer because they do not have surplus. Meals have also increased. Jail transport is included in this field. Transport is officers taking prisoners to and from court and pickup up from County jail. With video arraignments, they don't need to transport as often. Mrs. Pyke asked about grants. Chief Pozza stated in 2011, the \$34,600 is for 55 bullet proof vests. The federal grant will be for 50%. \$6,600 is for swat

vests. They will also pursue other grants. Mrs. Pyke asked if there will be school resource officers next year. Chief Pozza stated there will be a school resource officer rotating between the schools.

### Fire

The proposed 2011 budget is \$8,469,245, which is a 1.23% increase over 2010. Mr. Walters asked about the festival vendor inspection. Chief Moledor stated they do it in conjunction with mall staff anytime there is cooking and tents. They had been doing it for free but instituted a charge this past year. Mrs. Pyke asked about EMS Transport revenue being less in 2011 than in 2010. Mr. Brodzinski stated it is budgeted as one line item. Mrs. Pyke asked were it stood currently and would it be much higher. Mr. Brodzinski stated it will be higher. The City is still using Life Force who receives 7% in commission. Mrs. Pyke asked whether any nonpayments have been sent to the Law Department. Chief Moledor stated they are targeting people who have received the payment from their insurance company. Mrs. Pyke asked how that has been going. Mr. Brodzinski stated it has been going fine to some extent. They can clearly see the abusers, but some could be senior citizens. Hope is going through it. Mrs. Pyke asked if anything more than just sending letters has been done. Mr. Brodzinski stated he will talk to Hope Jones and will discuss after the budget process. Mrs. Pyke asked if there were any changes planned for Station 1. Chief Moledor stated he is not planning any.

### Water

The proposed 2011 budget is \$5,168,684, which is a 4.05% increase over 2010. Mrs. Klinger commented on the AMR project. The 2010 savings showed a standard for water and electric meters replaced at \$122,000 but the City is budgeting \$254,000 for meters not included in the project. It seems the savings are falsely reported from that point of view. Mrs. Carr stated if those meters are improved, there will be an improvement in the accuracy. Since they are outside of the contract, there will be accuracy recouped. Mrs. Hummel asked about the numbers she requested during discussion on the water rate increase. Mr. Brodzinski stated \$627,000 would be going up. \$110,000 is AMR and \$520,000 is due to the rate increase. Mr. Walters asked about selling the old meters for scrap. Mr. Christopher stated the meters were mostly brass so they have broken them down into as many different components as possible in order to get more money. Mrs. Colavecchio asked about the \$45,337 under Refunds. Mr. Brodzinski and Mr. Christopher will double check that.

### Sewer

The proposed 2011 budget is \$5,848,021, which is a 10.18% decrease from 2010. Mr. Christopher reviewed his capital needs. Mrs. Hummel asked about the \$95,000 under Computer System Support. It had previously been \$12,000. Mrs. Carr stated it is for AMR. Mr. Brodzinski stated that \$12,000 was for Kronos and Sungard. The balance is AMR. Mrs. Carr stated they have started working with John Konich to do maintenance and software support. Mr. Walters asked if there was another sewer district that is going into Lake Erie that is looking at rates. Mrs. Carr stated the Northeast Ohio Regional Sewer District but the City is not part of that. Mr. Demasi stated the Summit County members of NEORS are Hudson, Macedonia, and Twinsburg.

Committee continued to hold Temp. Ord. A-142.

The Committee meeting recessed at 9:38 p.m.

## Meacham, Cathy

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**From:** Carol Klinger [cak@klingers.us]  
**Sent:** Thursday, December 23, 2010 9:18 AM  
**To:** Meacham, Cathy; Kathy Hummel; Don Walters  
**Cc:** Diana Colavecchio; Jeff Iula; Mary Pyke; Mark Ihasz; Jerry James; Terry Mader; Ken Barnhart; Vince Rubino  
**Subject:** Attachment for 12-20 Minutes  
**Attachments:** Carol Week 3.doc



Carol Week 3.doc  
(22 KB)

----- Forwarded Message

**From:** Joe Brodzinski <BrodzinskiJF@cityofcf.com>  
**Date:** Mon, 20 Dec 2010 15:13:24 -0500  
**To:** Carol Klinger <cak@klingers.us>  
**Subject:** Re: Budget Questions for December 20, 2010

Carol,

Here are the answers to your questions for tonight. If you have anymore questions let me know.

(See attached file: Carol Week 3.doc)

Carol Klinger  
<cak@klingers.us>

12/19/2010 03:32  
PM

Joe Brodzinski  
<BrodzinskiJF@cityofcf.com>

To

cc

Diana Colavecchio  
<Colavecchio-Diana@sbcglobal.net>,  
Cathy Meacham <cmeacham@ralaw.com>,  
Don Walters  
<DSNKWalters@sbcglobal.net>,  
Mark Ihasz <mihasz@neo.rr.com>,  
Jerry James <jljames1@earthlink.net>,  
Terry Mader  
<terry.mader@sbcglobal.net>,  
Ken Barnhart <KBarnhart42@yahoo.com>,  
Vince Rubino <VJRubino@yahoo.com>,  
Jeff Iula <iulajeff@yahoo.com>,  
Kathy Hummel <hummelk@att.net>,  
Mary Pyke  
<maryellenward2cf@infionline.net>

Subject

Budget Questions for December 20,  
2010

Joe,  
Below are some of my budget questions for Monday night:

Natatorium:

605-2100-602.30-48 Tools/Equipment Purchase: What is in the \$109K since we spent \$85K in 2010?

605-2100-602.40-05 Contractual Other: Why is this going to \$55K?

605-2100-602.40-10 Management Consulting: What is the \$5K for?

605-2100-602.50-05 Land: What land are we buying for \$50K?

Capital Miscellaneous Natatorium Building improvements for \$50K is too vague, what improvements are we planning?

Quirk Center

605-2400-602.30-22 Land/Buildings Service Cont: What is the budget overrun for 2010?

Rec Levy

206-3600-602.30-47 Tool Equipment Main & Rep What is the budget overrun for 2010?

Water

602-5100-601.30-15 Employee Training: What is it increasing?

602-5100-601.30-21 Land/Blds-Maintenance & Repair What is the \$30K?

602-5100-601.30-48 Tools: What is the \$20K for?

602-5100-601.40-04 Computer: Is the entire \$75K for AMR?

Sewer

601-5100-601.40-04 Computer: Is the entire \$95K for AMR?

Also, in general what is the average allocation from the garage fund for a standard car?

Carol Klinger

----- End of Forwarded Message

**Meacham, Cathy**

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**From:** Carol Klinger [cak@klingers.us]  
**Sent:** Sunday, December 19, 2010 3:32 PM  
**To:** Joe Brodzinski  
**Cc:** Diana Colavecchio; Meacham, Cathy; Don Walters; Mark Ihasz; Jerry James; Terry Mader; Ken Barnhart; Vince Rubino; Jeff Iula; Kathy Hummel; Mary Pyke  
**Subject:** Budget Questions for December 20, 2010

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Also, in general what is the average allocation from the garage fund for a standard car?

Carol Klinger

## **Natatorium**

### **605-2100-602.30-48**

#### **Q. What is in the \$109k since we spent \$85k in 2010?**

A. 9K is for operational equipment in the maintenance division. 100K is for fitness equipment replacement normally budgeted in capital (fitness equipment not considered capital with new auditors).

### **605-2100-602.40-05**

#### **Q. Why is this going to \$55K?**

A. Increase in the amount of teen dances offered. Increase in revenue (30-15) to offset.

### **605-2100-602.40-10**

#### **Q. What is the \$5K for?**

A. Contingency for expertise in the health and wellness field.

### **605-2100-602.50-05**

#### **Q. What land are we buying?**

A. Should be in 50-10 Buildings for possible aging building upkeep.

## **Capital**

#### **Q. What improvements are we planning?**

A. Replacement of revolving door at front entrance. To date over 15K in repairs to door, should recover costs in two years from decrease in heating costs.

## **QUIRK**

### **605-2400-602.30-22**

#### **Q. What is the budget overrun for 2010?**

A. Unbudgeted boiler replacement of \$22,526

## **REC LEVY**

### **206-3600-872.30-48**

#### **Q. What is the budget overrun for 2010?**

A. Four defective slides replaced for \$8,000 in parks and security equipment installed in Lions Lodge for \$2,000. (Assuming you meant 30-48 not 30-47)

## **Water**

#### **602-5100-601.30-15 Employee Training: What is it increasing?**

This is an annual expense for 15 water employees with EPA licenses, which require contact hour classes. More employees have obtained this license over last year, in turn costing more.

#### **602-5100-601.30-21 Land/Blds-Maintenance & Repair What is the \$30K?**

In the past, the projects listed below were typically budgeted in Capital: machine and equipment. However, expenses tend to not exceed \$5,000, therefore it is more

appropriate to budget for items including fencing, overhead door repairs, fire alarm checks, chemicals pumps, and high service pump repairs out of this account.

**602-5100-601.30-48 Tools: What is the \$20K for?**

As mentioned above, the increase in this account is by reducing Capital: machine and equipment. Items in this account to be purchased include trash pump, air compressor, water tap machine, locator devices, and misc. tools.

**602-5100-601.40-04 Computer: Is the entire \$75K for AMR?**

Approximately \$1,800 covers Sungard, Kronos and Allmax covers support. The remainder is for AMR.

**Sewer**

**601-5100-601.40-04 Computer: Is the entire \$95K for AMR?**

Approximately \$1,200 covers Kronos and Sungard, the remainder would be for AMR.

Now on to your garage question. We do not budget costs on a “standard car” basis. We discuss departmental vehicles with the fleet manager and use prior history as a guide.