Cuyahoga Falls City Council Minutes of the Finance Committee Meeting December 15, 2008

Members:

Don Walters, Chair

Debbie Ritzinger Carol Klinger

Mr. Walters called the meeting to order at 6:25 p.m. All members were present.

The minutes from the December 1, 2008 and December 8, 2008 committee meetings were approved as submitted.

Legislation Discussed

Temp. Ord. A-131

Temp. Ord. A-132

Temp. Ord. A-133

Temp. Ord. A-134

Temp. Ord. A-141

Temp. Ord. A-142

Discussion:

Temp. Ord. A-131

An ordinance authorizing the Director of Finance to enter into a contract or contracts for billing and collection of emergency medical transporting fees, and declaring an emergency.

Mr. Brodzinski stated the City entered into a contract three years ago. This is for another three-year term with Life Force Management. They've estimated 7% as to what they expect the revenue to be. The amount of transporting fluctuates year to year. Next year will be higher because we have added Silver Lake. Life Force does work for approximately 70 to 80 communities. Mrs. Pyke asked whether they did strictly EMS work or did they also do medical billing. Mr. Brodzinski was not sure and stated he would check on that. He added that the City has been pleased with Life Force.

Committee recommended bringing out Temp. Ord. No. A-131.

Temp. Ord. A-141

An ordinance authorizing the Director of Public Service to enter into a contract or contracts according to law for disposal of municipal waste, and declaring an emergency.

Mr. Novak stated that last year, the City had an option for a one-year extension on trash hauling and a one year for recycling. This year, they went out for bid for municipal solid waste and have received the bids back. The previous contract was with Republic. The City would take its trash to the Akron Central Transfer Station and Republic would take it from there. The low bidder this year is Kimball in Twinsburg. Their bid was lower than what the City is currently paying in 2008. This contract is for five years. In 2009, the City will pay \$40.25 per ton (it is currently paying \$41.81). The second lowest bidder was \$8 to \$10 per ton higher. Mr. Walters asked about the distance to Twinsburg vs. to Fountain Street. Mr. Novak stated that Fountain Street is approximately 5 miles and Twinsburg is around 14 miles. The

distance was taken into consideration when looking at the bids. Also, once the highway project has been completed, it will be even quicker to Twinsburg. Mr. Walters asked where the trash ends up after it leaves the transfer station in Twinsburg. Mr. Novak indicated it was Dover. Mr. Novak stated with regard to recycle, the rate is dropping to \$6.50 in 2009 from \$13.51 in 2008.

Committee recommended bringing out Temp. Ord. No. A-141.

Temp Ord. A-142

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 Utilities Department during 2009, and declaring an emergency.

Mr. Novak stated this was for green bags, yard waste bags and refuse containers. They usually order 2,000 cases (500,000 green bags) each year and have tried ordering them at different times of the year as needed. This year, they got the lowest price they've had for quite some time so they want to order a whole year's supply at once. The low bidder was \$.72 per bag (vs. \$.96 per bag this year). That would total \$36,400 for the whole order. Mr. Walters asked how many of the 96 gallon refuse containers the City would be purchasing. Mr. Novak stated they really do not need 96 gallon containers but will be purchasing some 48 gallon ones. Mrs. Pyke asked how long the 96 gallon containers were under warranty. She has some residents in her Ward who have broken containers. Mr. Novak was not sure about the warranty but advised her that the City will replace any damaged containers. The project started in 2004. He will let her know about the warranty.

Committee recommended bringing out Temp. Ord. No. A-142.

Temp. Ord. A-132

An ordinance providing for current operating expenses of the City of Cuyahoga Falls by appropriating, reappropriating and transferring money within and for the various funds hereinafter set forth, and declaring an emergency.

Temp. Ord. A-133

An ordinance making the annual appropriation for the current expenses, other expenditures and the capital outlays of the City of Cuyahoga Falls for the fiscal year ending December 31, 2009, and declaring an emergency.

Temp. Ord. A-134

An ordinance adopting the report on staffing for the City of Cuyahoga Falls for the year 2009, and declaring an emergency.

Mr. Walters asked if there were any issues from prior discussions. Mrs. Pyke commented on the increase in hot mix and asked if there were any major projects planned. Mrs. Carr stated this was the first time the City has been able to use these types of funds to do these projects. Mrs. Pyke asked if the land preservation account was the type of account that money could just be taken out of. Mr. Arrington stated that each City Council has the same authority as any other City Council. This Council could say it does not want to put money into that account. Mrs. Pyke stated the budget came to Council without money in it. Mr. Arrington stated that Administration is asking Council to approve the budget without money in the account. Mrs. Pyke stated her concern is if a piece of property becomes available in June, there would be no money available to purchase it. If money does get appropriated to that account and then doesn't get used, it can always be transferred to an account that needs it. Mr. Arrington stated he is just advising Council that its legal authority is that it is legally permitted to disregard what the 1996 Council said. Council will not be violating the ordinance if it approves the budget as presented. Mrs. Truby agreed with

Mrs. Pyke. She said she can think of things the City can purchase but in going through the budget, she felt the purchase of the Epokes, as well as other items, were more important. Mrs. Pyke asked if Council wanted the \$350,000 required by Ordinance 163-1996 included in the budget, that Council would have to cut that amount elsewhere. Mr. Brodzinski stated that was hard to say because a lot of numbers are estimated. It doesn't really matter early in the year but does matter later. Administration wants Mr. Novak to purchase seven Epokes on January 2. They made the choice to purchase vs. doing a capital lease. Mrs. Pyke stated the location of her Ward to the river corridor makes this issue more significant to her because it means improving the southern district of the City. Mrs. Colavecchio stated she was not disputing what was said but wanted it confirmed since Section 2 of 163-1996 specifically states that \$350,000 shall be allocated to the Land Preservation and Acquisition Fund for the year 1997 and thereafter. Mr. Arrington stated that this City Council is not bound by a previous City Council. This Council has the duty to look at the economic situation facing the City now versus what the City faced in 1996. Administration has come up with priorities and is asking Council to approve them. Mrs. Colavecchio asked if approval of this budget would repeal the ordinance. Mr. Arrington stated Council would simply be saying it is not bound by the words "and thereafter." He pointed out that it is listed in the capital budget for the next four years. Mr. Rubino asked about Administration's vision of preservation. Mrs. Truby gave a few examples of how the City has used it. She stated if a piece of property came up that was a deal, she would go to Mr. Brodzinski and see if there was \$300,000 available in the budget. He would know what was moving forward or not. Not having money specifically allocated to this fund does not preclude the City from doing something if an opportunity came along. Mr. Walters asked if a member or members had a problem with one item of the budget, would they vote the whole budget down? What power does Council have to amend it at the rail? Mr. Arrington stated Council has the authority to amend the exhibit but the Mayor has a line item veto. The best thing would be for Council and Administration to work it out before a vote.

Law

The proposed budget is \$1,029,448, which is a (2.59%) decrease from 2008. The reason for the change is due to merit and cost of living increases, pension (PERS) and additional hospitalization. No capital needs were presented.

Building and Grounds

The proposed budget is \$1,223,199, which is a 3.46% increase over 2008. The reason for the change is due to longevity and cost of living increases, pension (PERS) and additional hospitalization, in addition to the Department Secretary II, being budgeted part-time one-half of FY 2008 and full-time for all of FY 2009. No capital needs were presented.

Police

The proposed budget is \$9,938,283, which is a (7.64%) decrease from 2008. The reason for the change is due to (1) an increase in operating transfers-out (Police Pension Fund), while reducing personal costs due to the reclassification of the Auxiliary Services Manager and Dispatchers to the Communications Department, and (2) a decrease in "other operations – internal service charges." One capital need was presented. Mr. Walters asked if the budget would be an increase if it did not include the moves. Mr. Brodzinski stated he did not figure it out but would guess it would be up. Chief Conley indicated with regard to workers comp., everyone is back to work with two on extended light duty. Mr. Walters asked whether the City was still making up the difference on military leave pay. Mr. Brodzinski stated he did not know of anyone who is activated currently but if there is, the City would make it up. Chief Conley added that no one on the force is active and that the amount reflected on the budget is for reservists' normal two days reserve duty plus the required summer duty. Mr. Walters noted that the budget for fire

arms supply is down. Chief Conley stated there was an opportunity this year for them to acquire additional ammo so they made the purchase and are keeping it in storage to have for next year to qualify. Mr. Walters stated he would assume that any payouts to Crime Stoppers would appear under Contract-Other. Mr. Brodzinski stated it would. With regard to Capital Outlay, Chief Conley stated they are purchasing four cruisers out of the general fund and the fifth cruiser out of enforcement education fund. The department replaces five vehicles at a time so the fleet does not get old. They currently have 25 Ford Crown Vics. Two of their vehicles have the "low profile" look. The employee training is for new hires. It costs \$3,000 per officer not counting accessories. Mrs. Klinger asked for a breakdown of the portion of the budget going toward dispatch and the amount remaining with police. Mrs. Colavecchio asked about the OT budget in light of new hires. Chief Conley indicated that OT is affected by call volume and staffing issues, such as vacations, sick-time call-offs, mandatory in-service training, etc. Only the police chief and captains are exempt from OT. There will always be OT in the police department. Mrs. Pyke asked about the \$40,000 under miscellaneous operating expenses. Chief Conley stated that is in error. Mrs. Pyke asked about the timeline on the canine unit. Chief Conley indicated he assigned that task to Capt. Davis, who is aware that the Chief wants it up and running.

Fire

The proposed budget is \$8,956,260, which is a 5.26% increase over 2008. The reason for the change is due to (1) merit, longevity and cost of living increases and additional hospitalization; (2) increase in operating transfers-out (fire pension fund); and (3) increase in "other operations — internal service charges.". No capital needs were presented. Mrs. Klinger stated there was nothing budgeted in '08 for Silver Lake EMS and asked whether that was correct. Mr. Brodzinski stated he would look into it. Mr. Walters stated that staffing is down four full-time and one part-time and asked if there was going to be any hiring. Chief Moledor felt the department was where it needed to be. Mrs. Pyke asked if there was any plan to close Station 1. Chief Moledor stated there was not.

Information Services

The proposed budget is \$819,238, which is an (11.74%) decrease from 2008. The reason for the change is due to (1) longevity and cost of living increases, pension (PERS) and additional hospitalization; (2) reclassification of copier rent/lease expense to the appropriate department's budget, reducing internal service charges accordingly; and (3) decrease in capital outlay. No capital needs were presented.

Print Shop

The proposed budget is \$118,677, which is a 35.87% increase over 2008. The reason for the change is due to reclassification of copier rent/lease expense to the department's budget. No capital needs were presented.

Technical Service

The proposed budget is \$627,300, which is a 3.93% increase over 2008. The reason for the change is due to (1) cost of living increases, pension (PERS) and additional hospitalization, offset by the replacement of the department Administrative Specialist with a new hire; and (2) reclassification of copier rent/lease expense to the department budget and an increase in lands/building – maintenance and repair for building repairs. No capital needs were presented.

Communications

The proposed budget is \$1,169,811. This is a new department, therefore, there is no 2008 figures for comparison. The department contains budgeted personnel of one Auxiliary Service Manager, twelve full-time dispatchers and two part-time dispatchers that are currently included in the Police staffing composition. No capital needs were presented.

Community/Economic Development

The proposed budget is \$876,425, which is a (2.24%) decrease from 2008. The reason for the change is due to (1) merit, longevity and cost of living increases, pension (PERS) and additional hospitalization; and (2) a reduction in "other operations – contractual services." No capital needs were presented. Mrs. Klinger asked what the department was planning to purchase. Mrs. Truby indicated they would like to replace personal computers for one or two people.

Riverfront Centre District

The proposed budget is \$592,143, which is a 7.75% increase over 2008. The reason for the change is due to (1) merit, longevity and cost of living increases, pension (PERS) and additional hospitalization; and (2) increase in other operations primarily due to the rent/lease of a storage facility and merchandise for resale, which creates additional revenue for the department. No capital needs were presented. Mrs. Klinger asked Mrs. Truby to check into the \$12,000 on land building maintenance and repair.

CDBG Fund

The proposed budget is \$1,078,806, which is a 10.79% increase over 2008. The reason for the change is due to an increase in capital outlay. One capital need was presented.

Water

The proposed budget is \$5,124,974, which is a (2.02%) decrease from 2008. The reason for the change is due to (1) a decrease in "personal services" due to the reallocation of personnel combined with AMR project staff reduction; and (2) a reduction of "other operations – internal service charges" (Utility Billing), due to anticipated penalty revenue offsetting department expenditures. Ten capital needs were presented.

Sewer

The proposed budget is \$6,434,912, which is a (3.37%) decrease from 2008. The reason for the change is due to (1) a decrease in note principal; and (2) a reduction of "other operations – internal service charges" (Utility Billing), due to anticipated penalty revenue offsetting department expenditures. Nine capital needs were presented.

Committee recommended holding Temp. Ord. Nos. A-132, A-133 and A-134

The meeting adjourned at 9:00 p.m.

Falls River Square

Meacham, Cathy

From:

Carol Klinger [cak@klingers.us]

Sent:

Thursday, December 18, 2008 6:12 AM

To:

Don Walters; Kathy Hummel; Meacham, Cathy; Mary Pyke

Subject:

FW: CD Budgets

Don.

Please include Mrs. Truby's response in the Finance Committee minutes from last week's meeting.

Thank you,

Carol

----- Forwarded Message

From: Susan Truby <trubysl@cityofcf.com>
Date: Wed, 17 Dec 2008 08:29:16 -0500
To: Carol Klinger <cak@klingers.us>

Cc: Joe Brodzinski <BrodzinskiJF@cityofcf.com>

Subject: CD Budgets

Carol,

Relative to your questions on Monday, the \$ 12,000 in the Falls River Square budget is slated for the following improvements:

- 1) repair water leak in roof and water damaged interior walls
- 2) replace one elevator sill in the Red Parking Deck
- 3) repair and level concrete stairs and walkways in parking decks
- 4) replace handrails as needed

You had also asked about the estimated cost for the new Prospect Street construction in the CDBG budget. The engineering will be slated in the 2009 budget and the improvements in 2010. Estimated cost is \$ 242,400 but does not include internal engineering charges.

Any other questions, let me know.

Susan L. Truby Director of Development The City of Cuyahoga Falls 2310 Second Street Cuyahoga Falls, Ohio 44221 (330) 971-8142

----- End of Forwarded Message

Police

2009 Contractual-Other 101 1500 701 40 03

Sprint Pinpoint Service	\$18,000.00
County Radio Connection	\$25,488.00
Police Department's UPS (Uninterupted Power Supply)	\$3,102.00
L.E.A.D.S. Fee (Law Enforcement Automated Data System)	\$8,500.00
L.E.A.D.S. Datamax Hardware Maintenance	\$888.00
T1 Line to Narcotics	\$1,200.00
LAN Internet Access	\$1,993.00
Telephone Leased Lines	\$1,500.00
	\$60,671.00

2009 Contractual Computer System Support 101 1500 701 40 03

New World Software Maintenance	\$26,714.00
Kronos (Time Clock)	\$1,770.00
Identix (Automated Fingerprint Identification System)	\$3,649.00
MDT (Mobile Data Terminal) Hardware Maintenance	\$13,245.00
Roach-Reid Maintenance (Voice IQ Dictation Machine)	\$1,875.00
	\$47,253.00

Account information
CONTRACTUAL SERVICES / CONTRACTUAL-CTHER
Fiscal year: 2008
Budget: 20,840.00
COMMitted: 68,573.84
Balance: 35,733.84-

Project Data

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JERRY JARVIS
SPRINT
TREASURER OF STATE
COUNTY OF SUMMIT FISCAL OFFICE

Balance 1,918.00 829.30 5,176.36 Vendor
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AT&T
SPRINT SOLUTIONS INC
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B & C COMMUNICATIONS
UERRY JARVIS
COUNTY OF SUMMIT FISC Encumbrances PO # 080219 080670 081186 084402 085459 085488

Balance Project Period Date
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PROGRAM . : GL1440 REPORT . : EXPENSE LEDGER - DETAIL USER : 12/19/08 DATE : 12/19/08 TIME . : 8:29 HOLD : YES COPIES . : I SERAULT DUSTRIBUTION: *WONE	SELECTION OPTIONS	FROM Fund	FROM ACCOUNT THRU ACCOUNT .	FROM DATE 1/01/2008 THRU DATE 3/31/2008 PAGE BREAK LEVEL 1 + ALL SUMMARY OR DETAIL REPORT 1 DETAIL INCLUDE ACCOUNTS WITHOUT TRANSACTIONS; NO

City of Cuyahoga Falls DATE 12/19/08 TIME 8:29:43

FINANCIAL MANAGEMENT EXPENSE LEDGER - DETAIL LISTING

PAGE GL1440 NOVELLIP

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800382 AP AccisPaybl State State Account/SubAccount TOTAL . : Cont-Other MONTH TOTAL: MARCH AcctsPaybl #...: 08-0000670 Invoice#: 813164 800360 PO PurchOrd P.O.#...: 08-0000726 800360 PO PurchOrd JOURNAL TYPE SOURCE G/L ACCOUNT NUMBER: 100.015 779.001 39141 State 1/25/2008 67 AT&T 1/31/2008 36601 Motorola 39141 State 3/13/2008 36601 Motorola 36601 Motorola Department 015 - Police 1/01/2008 1/07/2008 39141 State 1/17/2008 39141 State 39141 State 2/22/2008 67 AT&T 67 AT&T 3/12/2008 39141 State G/L DATE 3/11/2008 67 AT&T 2/14/2008 39141 State 57 ATET Vendor#.: Vendor#.: Vendor#.: Vendor#.: Vendor#.: Vendor#.: Vendor#.; Vendor#.: Vendor#.: Vendor#,; Vendor#.: Vendor#.: Verdor#.: Vendor#.: Vendor#.: Vendor#.: Vendor#.: Vendor#.: PROJECT #

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City of Cuyahoga Falls DATE 12/19/08 TIME 8:29:43

GRAND TOTALS:

FINANCIAL MANAGEMENT EXPENSE LEDGER - DETAIL LISTING

PAGE GL1440 NOVELLIP

17,125.03 17,125.03 26,625.16 26,625.16 32,840,00 32,840.00 Fund TOTAL General

Account Balance Inquiry Screen detail for Program; GM GMN2001, Detail by date 101-1500-701.40-04

Account information
CONTRACTUAL SERVICES / COMPUTER SYSTEM SUPPORT Fiscal year: 2008
Budget: 95,247.00
Commutted: 25,000.00
Balance: 70,247.00

Project Data

Account Balance by Period

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Total 25,000.00 Payment information Vendor (* indicates pending) TAC COMPUTER INC

Balance Rocumbrances
PO # Vendor
085425 TAC COMPUTER INC

Balance Project Pre Encumbrances Type Reg/PO

	Group	02232	02237
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City of Cuyahoga Falls DATE 12/19/08 TIME 8:30:04

FINANCIAL MANAGEMENT EXPENSE LEDGER - DETAIL LISTING

PAGE GL1440 NOVELLIP

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Fund 100 - General BRCWERANCE TRANSACTION DESCRIPTION BUDGET BRCWERANCE EXPENSES

Fund 100 - General Brown Brown NUMBER: 100.015 779.007

DESCRIPTION: A COUNT NUMBER: 100.015 779.007 00. 00. e. 80. ô, 8 80 HERDINARDOSEERO 00. 00. 00. 00. .00 00. 00. 00. 95,247.00 95,247.00 .00 95,247.00 80. 80. 95,247.00 95,247,00 DESCRIPTION: Computer system Support BEGINNING BALANCE Original Adopted Budget 95,247. 2008 2008 MONTH TOTAL: FEBRUARY 2008 Account/SubAccount TOTAL . : CompSysSup MONTH TOTAL: JANUARY General Department TOTAL Police MONTH TOTAL: MARCH 703173 BO 1/01/2008 GRAND TOTALS: Fund TOTAL