

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

November 14, 2022

Members: Mary Nichols-Rhodes, Chair
Tim Gorbach
Adam Miller

Ms. Nichols-Rhodes called the meeting to order at 7:05 p.m. All members were present.

Legislation Discussed

Temp. Ord. A-121

Discussion:

Temp. Ord. A-121

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, 2023, and declaring an emergency.

Mr. Bryan Hoffman, Finance Director, presented Temporary Ordinance A-121 to Council. Ohio Revised Code §5705.38 requires local taxing authorities to pass an annual appropriations measure classified so as to set forth the amounts appropriated to each office, department and division of the taxing authority. Article VI, Section 6 of the City Charter requires the Mayor to submit an estimated budget for the coming fiscal year showing the requested allotments of the appropriations and estimated income for each office or department for the calendar year.

Street

Street Construction, Maintenance and Repair Fund (Page 209)

Mr. Chuck Novak, Street Commissioner, appeared on behalf of the Street Construction Maintenance and Repair Fund, State Highway Improvement Fund, Municipal License Tax Fund and Sanitation Fund.

Revenues - \$686,315 increase, with the largest being Transfer In (49600) \$650,000. The last subsidy transfer for S.C.M.R. Fund was in 2019 prior to the gas tax increase enacted by the State of Ohio. We have gone three years without a subsidy, but need to plan for one in 2023, as unencumbered balance for the fund at 9/30/2022 is \$269,092.

Personal Services - (\$2,966) decrease. The department has Cost of living (COLA) increases for Non Bargaining, and AFSCME personnel, scheduled merit increases in 2023, and is planning on promoting several employees to the next level of achievement (i.e., Full-Time Laborer to Street Maintenance Worker); However, the overall personal services budget is decreased due to department openings being filled at lower rates of pay, and single medical coverage.

Operations expenditures - \$23,853 increase. General inflationary increases spread over several accounts, such as Chemical Supplies (52004) +\$4,600; Paint Supplies (52015) +\$8,000; and

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Signage Supplies (52071) +\$11,000. In addition, the department has an increase in Clothing (53013) + \$6,750 associated with the new AFSCME bargaining agreement, and an increase in Training and Education (53015) + \$16,500 for supervisor training, and CDL school for new hires.

Ms. Nichols-Rhodes asked if the new leaf truck is in service. Mr. Novak stated that it is. Ms. Nichols-Rhodes stated that that was not going to be in the 2023 budget because it was received earlier and put it into service.

State Highway Improvement Fund (Page 217)

Revenues - \$1,000 increase associated with Motor Vehicle License Fees (43012).

Operations expenditures - (\$5,000) decrease, due to a decrease in fund balance, which reduces the amount of Rock Salt we can purchase from this fund. We traditionally use this fund and Municipal License Tax Fund for rock salt purchase to reduce the amount required by the S.C.M.R. Fund.

Municipal License Tax Fund (Page 219)

Revenues - \$4,000 increase associated with License Surtax- Addition (43009).

Operations expenditures - (\$1,000) decrease, due to a decrease in fund balance, which reduces the amount of Rock Salt we can purchase from this fund. We traditionally use this fund and Municipal License Tax Fund for rock salt purchase to reduce the amount required by the S.C.M.R. Fund.

Sanitation Fund (Page 221)

Revenues - (\$19,225) decrease. This mostly relates to a budget true-up in Residential (45001) from new rates in 2022.

Personal Services - \$113,386 increase. The department has Cost of living (COLA) increases for Non Bargaining, and AFSCME personnel, scheduled merit increases in 2023, and is planning on promoting several employees to the next level of achievement (i.e., Full-Time Laborer to Refuse Collector); In addition, the department is proposing adding a Full Time Laborer for their Bulk Pickup program.

Ms. Nichols-Rhodes stated that the full-time laborer for the bulk pickup program is less labor than pick up from everybody's home.

Mr. Novak stated that that was correct. They cut \$80,000 out of the seasonal help to make this happen. Typically, the Sanitation Department needs help year round with various things, so they are proposing to replace leaf part-time with one full-time laborer.

Mrs. Penta asked if they are finding that people are not using the recycling service correctly. It is a great service the City offers, and most people try to do it correctly and follow the rules. She also asked about the fluctuation in credit.

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Mr. Novak stated that recycling is market driven. The main driver is petroleum. If petroleum costs are extremely high, the recycle market does well. When there is big fluctuation in that, it can go from making \$30 a ton to paying \$30 a ton.

Mr. Stams asked if the curbside pickup for specialty and oversized items still exist today in Cuyahoga Falls.

Mr. Novak stated that it does. Full-service customers get two pick ups for free for large items as long as they schedule it ahead of time. They offer cleanup pick up times for two weeks in spring and fall. The week after Christmas is a full week of extra pickup.

Garage Fund (Page 273)

Mr. John Campbell, Superintendent of Motor Vehicles, appeared on behalf of the Garage Fund.

Personal Services - \$20,667 increase. The department has Cost of living (COLA) increases for Non Bargaining, and AFSCME personnel, scheduled merit increases in 2023, offset by replacement of an Automotive Mechanic retiree in late 2021 with a new employee in 2023 at a lower rate of pay.

Operations expenditures - \$26,150 increase, which is mostly due to general inflationary increases spread over a few accounts, such as Fuel (52051) +\$117,000, and Vehicle Parts (52052) +\$32,000; offset by reductions in Vehicle Maintenance and Repair (53029) (\$100,000).

Capital outlay - (\$87,121) decrease. No capital items budgeted for 2023. The Five-year Capital Plan 2023-2027 for this fund is on page 274 and will be discussed in detail at the budget hearing. We were unable to acquire the Electric Pickup Truck which was budgeted in 2022 due to supply chain issues, and have added it to 2024.

Utility Billing Fund (Page 281)

Mr. Zachary Jones, Utility Billing Manager, appeared on behalf of the Utility Billing Fund.

Revenues - (\$26,200) decrease. This fund is an internal service fund, and operates under a cost recovery basis. Therefore, revenue budget is less in 2023, due to an overall decrease in estimated expenditures.

Personal Services - \$49,293 increase. Cost of living (COLA) increases for Non Bargaining, and AFSCME personnel, several scheduled merits increase in 2023, offset by two replacement Account Clerk II employees in 2022, and a third in 2023 replacing former employees at lower rates of pay.

Operations expenditures - (\$85,440) decrease, which is mostly due to a decrease in Banking Fees (53004) (\$66,200), relating to the elimination of high dollar credit card transaction fees.

Mr. Gorbach asked Mr. Jones his thoughts on how Utility Billing has been running. Mr. Jones stated that they have had decent turnover in the past few years and have hired good candidates. The department is running well and will continue to run well into the future.

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Police (Page 143)

Chief Davis appeared on behalf of the Police, Drug Law Enforcement Fund, Law Enforcement Trust Fund, Enforcement and Education Fund, Federal Law Enforcement Trust Fund, Law Enforcement Assistance Fund, Ohio Opioid Settlement Fund and Communications Fund.

Personal Services - \$470,570 increase. Cost of living (COLA) increases for Non Bargaining, AFSCME, Police Blue, and Gold, pay raises for part-time personnel, and many scheduled merits increases in 2023, and one new Secretary I position for records management approved by Council in June 2022 (Ordinance 58-2022), offset with the savings of hiring several new Police Officers (7) in 2022, five of whom replaced retirees/resignations at lower rates of pay. It should be noted that lump sum Longevity (51053), Physical Fitness Incentive (51116), Firearm Proficiency Bonus (51118), and a portion of Allowance - Clothing (51113) was rolled into base pay, and eliminated as a separate payment.

Operations expenditures - \$280,382 increase. Increases in materials and supplies group, most notably Firearm Supplies (52080) +\$9,275 for one time purchase of helmets, rifles, and training guns, Evidence Supplies (52082) + \$1,400 for general increases, and Safety Supplies (52083) \$2,940 for radio batteries, and Mobile Field Force. Increase in Other Operations for some new initiatives: Advertising (53001) +\$20,800 for First Responder Recruitment, Retention, and Wellness, which is paid for by a grant; Clothing (53013) + \$27,500 to purchase uniforms out of operations, in lieu of a fringe benefit; and Tools & Equipment Rent/Lease for a Flock Camera System +\$74,250. Increase in Computer System Support (54004) + \$67,335 primarily for Summit County CAD maintenance.

The Police Department has several Special Revenue Funds under their management including Drug Law Enforcement Fund (Fund 214), Law Enforcement Trust Fund (215), Enforcement and Education Fund (217), Federal Law Enforcement Trust Fund (220), Law Enforcement Assistance Fund (222), and the newly created OneOhio Opioid Settlement Fund (228). The nature of these funds is to account for specific revenues that are legally restricted to expenditure for particular purposes. These funds are budgeted at the Chief's discretion based on restriction of use and available resources. The following fund descriptions are from excerpts from our City's Annual Financial Report, or Ordinance creating the fund:

Drug Law Enforcement Fund - 214 (Page 155) To account for fines received by the City that are restricted under the Ohio Revised Code to subsidize law enforcement efforts that pertain to drug offenses.

Law Enforcement Trust Fund - 215 (Page 159) To account for proceeds from the sale of contraband that are restricted to subsidizing law enforcement efforts.

Enforcement and Education Fund - 217 (Page 163) To account for proceeds realized from fines to pay only those costs incurred in enforcing Section 4511.19 of the Ohio Revised Code or a substantially similar municipal ordinance and in educating the public of laws governing the operation of a motor vehicle and the dangers of operation of a motor vehicle while under the

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influence of alcohol and other information relating to the operation of a motor vehicle and the consumption of alcoholic beverages.

Federal Law Enforcement Trust Fund - 220 To account for the subsidy received by the Police Department for its efforts pertaining to (1) complex investigations/prosecutions by the City's Police/Law Departments; (2) provision of technical training or expertise of a law enforcement nature for Police Department members; (3) provision of matching funds to obtain federal grants; and (4) for such other law enforcement purposes that are deemed appropriate.

Law Enforcement Assistance Fund - 222 (Page 167) To account for the reimbursement of professional training costs for law enforcement officers. This is no longer being funded by the State of Ohio Attorney General, due to policy changes.

OneOhio Opioid Settlement Fund - 228 (Page 169) This is a newly-created fund in 2022, authorized by Ordinance 84-2022. The purpose of which is to use settlement funds for evidence-based forward-thinking strategies, programming and services used to (i) expand the availability of treatment for individuals affected by substance use disorders, (ii) develop, promote, and provide evidence-based substance use prevention strategies, (iii) provide substance use avoidance and awareness education, (iv) decrease the oversupply of licit, and illicit opioids, and (v) support recovery from addiction services performed by qualified and appropriately licensed providers. Although specific plans have not been determined, we appropriated current fund balance in Refunds and Reimbursements (54301), so funds are available for use.

Other than the creation of the new fund, the most notable changes to Police Special Revenue Funds was in the Law Enforcement Trust Fund (215), in which there was (\$10,000) decrease related to less Firearm Supplies (52080) planned from this cost center.

Communications (Page 151)

Personal Services - \$24,756 increase. Cost of living (COLA) increases for Dispatchers. This increase was offset with the savings of hiring, or planned hiring of two new Dispatchers who replaced retiree/resignation at lower rates of pay.

Operations expenditures - \$23,418 increase, which is related to Computer System Support (54004) + \$22,073 for Summit County CAD maintenance.

Ms. Nichols-Rhode stated that, in 2021, there were 22,000 911 calls and 118,500 calls for service. She asked many police calls there were in 2022. Chief Davis stated that they do about 33,000 to 34,000 calls, including traffic.

Mr. Balthis asked for an update on whether they have started multi-jurisdictional training dispatcher training. Chief Davis stated that that will start in 2023. They are working on standardizing what they do with other departments and working with leaders in those departments. The dispatchers are also meeting. They are trying to come out with some common items first, and then they are going to start doing some of the cross training. When the Director's position is filled, they will want some input and they will see that become more advanced. Nobody is pushing it until it is ready, and that is important.

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Mayor Walters stated that the construction is going on with the COG. He chairs the Hire Committee. They have already made an offer for the Training and Compliance Officer, who will start in December. They will interview next week for the Executive Director, so they will have that person selected. They want to get them on board now, because there is a lot going on behind the scenes.

Mr. Balthis stated that this justifies and reinforces why they went to the COG because they hired a specific person to coordinate training. It is one of the benefits of the COG, and he appreciates that it is one of the first steps that was taken.

Fire (Page 171)

Chief Martin appeared on behalf of Fire.

Personal Services - \$549,034 increase. Cost of living (COLA) increases for Non Bargaining, AFSCME, and International Firefighter's Association members. In addition, the department has many Firefighter merit increases which is attributable to hiring trends in recent years, in which the City has hired 26 new firefighters on staff since 1/1/2016, and is allocating an additional \$76,000 to overtime for training purposes.

Operations expenditures - \$87,537 increase. Increases in materials and supplies group, most notably Medical Supplies (52080) +\$8,500 due to the rising cost of medical supplies. Significant increase in Computer System Support (54004) + \$94,301 for Summit County CAD maintenance + \$61,113, and some new recurring charges: Aladtec firefighter scheduling system + \$12,500, SimsUshare fire simulator system +\$1,500, and Lexipol, and potential training modules + \$15,500.

Mr. James made reference to his attendance at a controlled burn. His equipment was doubled checked but when they started the burn, his sweat broke the seal at the neck. He was in the same room with Chief Martin, and , within a second, Chief Martin just took him right out, found out what happened. He made sure that he was fully hydrated and gave him the option to go back in controlled burn, and he finished it up. It was an amazing experience.

Mr. Balthis requested an update on the training facility. Chief Martin stated that the first part of the training facility is how they are going to use it. Getting Deputy Chief Kee promoted and in place is integral to the plan. They are building a foundation for the training program. They went to Cincinnati and viewed training towers and are down to two vendors to build it. They are using 2023 as a design year and building of the infrastructure. It will be out for bid for 2024 with a completion date in early 2025.

Building and Grounds Maintenance (Page 199)

Personal Services - \$45,891 increase. Cost of living (COLA) increases for Non Bargaining, and AFSCME personnel, several scheduled merits increase in 2023, and longevity.

Operations expenditures - \$43,957 increase, which is mostly due to Property/Building Maintenance (53021) for some one-time account increase justifications: New ceiling tiles in City Hall for sections of Police department + \$3,500, and Finance / Human Resources + \$3,000; Asphalt

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parking lot area at Annex in front of Grounds garage + \$10,000; Property/Building Service Contracts (53022) + \$11,119 mostly for an increase to the cleaning contract for additional days; and Tools & Equipment Maintenance & Repair + \$6,000 for off season mower maintenance and minor repairs. This expense used to be in the Garage Fund, and charged back, but we feel better to have it as a direct department expense and managed by Building & Grounds Superintendent.

The meeting adjourned at 7:55 p.m.