

Cuyahoga Falls City Council

Minutes of the Finance and Appropriations Committee Meeting

December 6, 2004

Members: Mr. Flinn, Chairman; Mr. Barnhart, Vice Chair; Mr. Gorbach, Member.

Mr. Flinn called the Finance Committee to order at 6:20 p.m.

Pieces of Legislation this evening (second readings):

A-92	An Ordinance authorizing the Director of Public Service to enter into a contract or contracts, according to law, for the purchase and installation of downtown way finding signage, and declaring an emergency.
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Sue Truby indicates this is a directional signage package. Gabel Signs is submitted a bid at the cost of over \$85,509. Mr. Flinn asks why the increase of \$35,000. Mrs. Truby indicates this was the low bid and the cost of supplies, laborers etc. may be the reason. It is 8-10 weeks for production of the signs and with the freezing ground, it may be April/May until they are installed.

The extra money will come out of the Community Development Budget according to Mrs. Truby. Mrs. Hummel asks if there are signs for the public restrooms? During festival times, the signs are on the ground and not very visible. Mrs. Truby hopes the additional signage will help identify the Restrooms properly. Mr. Potts asks how many signs were bid. Sue indicates there are a total of 19 signs.

The committee recommends bringing out Temp. Ord. A-92

A-169	An Ordinance authorizing the Park and Recreation Board to enter into a contract or contracts, according to law, for the lease of golf carts, and declaring an emergency.
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Mr. Pierson indicates the golf carts are electric and there are rain carts included. There are 68 golf carts total. The total is \$40,800 for three years. The other bid received was for \$5000 more.

The committee recommended bringing out Temp. Ord. A-169.

A-170	An Ordinance authorizing the Park and Recreation Board to enter into a contract or contracts, according to law, for the purchase of chemicals for the Natatorium, Water Works Family Aquatic Center, and the wading pools, and declaring an emergency.
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Mr. Pierson indicates we are at \$1.78 per pound for Pulsar. It falls into where we expect it to be to operate the facility. Without the purchase of these chemicals, we would not be able to operate.

The committee recommended bringing out Temp. Ord. A-170

A-171	An Ordinance authorizing the Director of Public Service to execute a modification of the contract for the 2004 Utility Patching Program, and declaring an emergency.
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Mr. Bell indicates this is for the repair program and to cover the increase of the repairs. These have already been done to the various streets.

The committee recommended bringing out Temp. Ord. A-171

A-173	An Ordinance authorizing the Director of Law to enter into a contract and/or contracts according to law for Professional Services related to employment matters and declaring an emergency.
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Mr. Arrington indicates we have a contract with a company on employment issues. We have a dedicated representative for our city. We are anticipating heavy negotiations for the union contracts and the use of the employment matters are extremely beneficial. The Fair Labor Standards Act has new amendments, which we must comply with. The budget of \$50,000 is probably in excess of what we will probably need. We have a retainer contract with Clemens Nelson.

The committee recommends bringing out Temp. Ord. A-173.

Finance and Appropriations Committee Meeting recessed at 6:38 p.m. and reconvened at 7:00 p.m. Minutes were approved from the November 15, 2004 and November 22, 2004 Committee Meetings.

Miscellaneous Business:

Budget Discussions

Joe Brodzinski indicates that after discussions with our State Representative and what we looked at regarding our State funds of about 2.6 million dollars. The first six months shouldn't be a problem, but the projects from the local government fund will decrease due to the state's fiscal year calendar. The budget was done the same as it was done for the last ten years. Payroll will not be increasing as it has in the past. This budget will be a 26-week pay period. Health care costs are going up and this is almost a 6 million dollar cost to the city.

The **Debt Service Fee** is basically the interest/principle. We are going to issue bonds on some of the debts and when we are slated to go to bonds on a chunk of the Natatorium, we will throw this small one in. It is costly to go to bonds so we try to combine to save processing costs.

Street Resurfacing: Mr. Walters asks if Adams is on this agenda for resurfacing? Valerie indicates it may not be at this time. Don indicates patching must be done. Mr. Bell will get a copy of the concrete streets needing redone. Ninth Street was only completed via one block. On the sidewalk repairs, Mr. Bell indicates we had the same number of requests for repairs at the \$9 fee and doesn't anticipate an increase.

Storm Water Projects: In 2004, the City created the funding mechanism for the Storm Drainage Utility, which is a Capital Projects fund type. The \$23,150 in the Capital Projects Fund represents the city's portion of responsibility for the fund for impervious area.

Street Department: Capital Lease indicates this is for the vehicles we took advantage of from Akron's rejects. This is the last year of a three-year capital lease. The lease was entered into in 2002 when Donny Williams found out that Akron rejected 5-ton vehicles from a vendor and because of it we would receive a great deal if we bought the vehicles. Due to the fact that we did not budget for 5 vehicles we entered into a capital lease to take advantage of the deal.

Street Department – Vehicle Purchases. Every year we budget vehicles to be purchased for the street Department. Some years it's street sweepers, some years it's 5-ton trucks. The 2005 Budget reflects the request to purchase a 5-ton vehicle and an asphalt patcher. In 2006, it's a 5-ton hook lift truck. In 2007, it's a bucket truck, tractor mower, and one-ton truck. Budget years 2008 and 2009 include various other vehicles.

Police: This is for the CSO vehicle and replacement of these vehicles. The \$10,000 for the jail upgrades represents monies if needed for upgrades after 2005's State inspection. The MDT Photo Module is software and installation costs to provide a new module where police officers will be able to download picture ID's from the BMV inside their vehicles on the MDT's. The \$43,792 represents years 2,3 and 4 of the capital lease with Motorola for the upgrades in the Police Department MDT's entered in 2003.

Fire: The digital radios of \$120,000 are for the replacement of old radios within the Fire Department. It is anticipated that the City will receive \$72,000 in Federal grant monies for this purchase. The City plans to purchase three squads in 2005. Two of the squads are part of the replacement program started in 1999 when the City started to transport. The third squad will be for Station 5. The \$50,000 for Station 5 equipment is for additional equipment that is not covered in the construction of the new fire station. The Survivair Panther SCBA's are breathing equipment for use on fire scenes. The \$800,000 for a replacement ladder truck will be housed at new Station 5. The old ladder truck will be sold. The ladder truck and the squad for Station 5 will be leased for 3 years. Due to the fact that we are currently constructing Station 5 without issuing notes, the cash flow is not available for these major capital purchases of vehicles. These capital expenditures are necessary in early 2005 due to the lead-time to receive these vehicles. The lease portion of \$335,000 is budgeted in 2006, 2007 and 2008. The fifth fire station is budgeted at \$2,912,000. That amount represents the portion of the project related to 2005. Some of the monies are budgeted in 2004. The total project has a budget between \$3,100,000 and \$3,200,000. The station is slated to go out for bid in early spring and be substantially complete in November 2005. The \$400,000 budgeted for the fire complex in 2006 represents a stand-alone training building. One of the reasons we picked the architect team was due to their ability to incorporate training features into their new fire stations that they designed.

Bridges: The \$4,015,216 budgeted for Front Street Bridge over Route 8 and the Route 8 Bridges really only represent at a \$50,000 net cost to the city. \$3,965,216 is budgeted in revenue to be paid by the State. The \$50,000 is for any items requested by the City that was not apart of the original project.

Land Preservation: Annual amount budgeted each year.

Economic Development: Downtown Signage, Building demolitions and we will be transferring to the Community Development budget.

Municipal Building Upgrades: Annual amount budgeted for unexpected items

School Lights: Annual replacement amount.

Detection Camera: spare if the other unit goes out.

Pedestrian Count Down Signal: Countdown mechanism at Portage/Downtown. It is a crosswalk signal that allows pedestrians to know the amount of time they have to safely cross the intersection.

Main/Howe Design: Expansion of left turn lanes for the design of the intersection. This is NOT for a study, but the actual design.

Radio Consultant: Upgrade Radio infrastructure. These moneies are to hire a consultant to investigate the best solution for the City concerning its radio and associated infrastructure.

Chart Road: State Road/Steels Corner will be done in 2006 since we want to blend this project with the State Road improvements. Grant money will also be involved. We have procured all the property needed. As for Chart Road, as the sewer line is put in on Kellybrook/Antionnette, we will tie in with this piece through to Keyser Parkway. Mrs. Pyke asks if there will be any assessments or purchase of private property? Mrs. Carr indicates she is attempting to complete this without any purchases. How many residential roads have been reconstructed without assessing the residents? Mrs. Carr indicates portions of E. Bath Road & parts of Northampton Rd. are the only ones she can recollect off the top of her head.

Parcel 107: This is for City costs for additional public parking and streetscape work around Manchester Square.

Emergency Warning System: A Citywide emergency warning system. Net costs to the City will be \$120,000 due to the grant monies budgeted in revenue.

Parking Deck Repairs: Annual costs budgeted for our parking structures

Street Department Storage Building: This building requires replacement due to its poor structure. It is important to store items inside away from the climate.

Street Department Improvement Design: These costs are for the design work on State Road from Graham Road to the North Corp. Line. Construction is budgeted in 2006 and 2007. Grant monies are available for \$3,600,000 and \$2,400,000 respectively.

Consultant for Wireless Solution: Monies will be used to investigate the feasibility of providing a wireless solution throughout the City for residents and businesses alike. We own the infrastructure of our electric and we are looking to companies to expand on those options. John Konich indicates this is to get a consultant to weed through our needs/wants and look at our potential to maximize what we can offer to our residents. The RFP will be out the first of the year and we will use 2005 as a planning year to organize and research.

LED Project: Replaces our traffic signals with LED lights. The electric usage is lower up to 80%. The LED is brighter and lasts longer up to 8 years on the bulbs. Total costs for the project is \$250,000 with the Electric Fund paying \$200,000.

Municipal Court: The change is 6.73% due to the diversion programs. Woody feels we can do a better job. There is furniture request of \$15,000 for the old Council Chambers to set up office space for probation officers. Probation fees have increased on the revenue side due to reorganization. The court cost schedule was changed and we have doubled that income. Courts Special Projects fund is doubled and do you have an intent for this money? This is for a new facility in the future. Mrs. Hummel asks if a study is being done on a new facility? Woody is not privy to any information, but Judges have been approached. As far as he knows, the courts are not doing an official study on a new facility.

Clerk of Courts: There was an increase in part time payroll. Changes in staffing have indicated a change of money. Eric Czetli indicates the part-time employees have been budgeted since day 1. The difference between the court and the clerks' office shows that the workload has increased tremendously. Traffic cases have been at about 1000 cases. Serious criminal cases have increased significantly. There have been over 5200 cases. Investigative subpoenas have gone up 100% this past year. Bench warrants have increased 19%(4,660). Secondary actions that are handled by the Clerks Office have increased. The County Crime stopper is another program that the Clerks office must handle. There has been a 10% increase of revenue dispersement. This is reflective of our daily work. He is requesting for two new part time employees. With so many seasoned employees, we need assistance during their absences of vacation/personal leave. Of the 3 part time employees, two are in the criminal/traffic and one is in the civil. Two additional part time people are needed with the current increased case load. Mrs. Klinger would like to see the employee numbers for the Clerk of Courts as it appears there is no decrease in the fulltime employee payroll, yet an increase in the part-time payroll. Mr. Czetli is constrained by time limitations within the statue to get their duties done. His office has two shifts and has statutes to meet. Mr. Brodzinski and Mr. Czetli will meet to discuss full-time/part-time employee numbers.

Council: There will be an increase due to a new laptop for the Clerk and the remainder is our salaries and health care.

Mayor: 11.6% increase due to a purchase of a new vehicle. There is also a replacement of the PC. They mayor's car will be traded in.

Finance Director: a minimal increase of 5.51% over last years budget due to health care costs and an increase in "other operations" relating to audit services and direct charges..

Law Director: 1.55% increase over last years budget.

Service Director: 3.16% increase basically due to medical costs.

Civil Service: .27% increase from last year

Human Resources: 10.4% increase due to medical and the IS. More time for the personnel system and to build on the direct charges for IS. HR hired Sheba Marshall on November 15, 2004. The \$75,000 will be the annual number for the two people.

Garage: When major repairs are done, we shift the costs in Finance depending on what was done. Every year we attempt to budget for this. The bathroom remodeling has to be ADA compliant.

The Finance Committee adjourned at 9:00 p.m.

Budget discussion will reconvene next week at 6:00 p.m. next week prior to Council Meeting.