

**NORTH RIDGEVILLE CITY COUNCIL
FINANCE COMMITTEE
MINUTES OF MEETINGS HELD
NOVEMBER 14, 2022, NOVEMBER 16, 2022,
and NOVEMBER 17, 2022**

To Order – Monday, November 14, 2022 (Day 1):

Chairman Martin DeVries called the meeting to order at 1:00 p.m. in Council Chambers at North Ridgeville City Hall, 7307 Avon Belden Road.

Pledge of Allegiance:

Led by Chairman DeVries.

Attendance:

In attendance were Committee members Dennis Boose, Bruce Abens, and Chairman Martin DeVries.

{Clerk notes: The individuals that presented during the budget session are named individually or by the department within the section that was being presented.}

Also in attendance were Mayor Kevin Corcoran, Safety-Service Director Jeff Armbruster, Auditor April Wilkerson, Assistant Auditor Fabrice Dongo, Assistant Clerk of Council Fijabi Gallam, Councilman Cliff Winkel, Council President Jason Jacobs, and Councilwoman Holly Swenk.

{Clerk notes: There are certain parts in the meeting where the audio was not clear or heard due to technical issues with the mics or distance from the mics.}

Minutes:

Chairman DeVries asked for any corrections to the minutes dated April 11, 2022. No discussion was offered. The minutes stand approved as submitted.

2023 Budget Discussion:

Chairman DeVries stated the purpose of the meeting was to provide an overview of the proposed 2023 budget. He asked Auditor Wilkerson to begin her presentation.

Auditor Wilkerson explained the committee would receive the Budget Binder Review and presentations from certain departments over the 3-day meeting.

She went over the General Fund summaries in the Budget Binder Review, noting the format was different than previous years. A Year-End Estimate column was added to provide a better view of where funds would end up at year's end. Auditor Wilkerson

reviewed the General Fund summaries, New Year-End Estimate column, and noted departments were asked to stay within 3% of the 2022 budget (a copy of the Fund Balance is attached).

- Property Tax Collection: Went up 18% because of a revelation by the Lorain County Auditor. The City is anticipating a 3% growth in the year 2023.
- Municipal Income Taxes: Increased by 3% from the year 2021 actual with three distributions still remaining for the year 2023. As of November 14, 2022, the City exceeded the year 2022 estimate by 10%. The year 2023 estimates are about 6% above the year 2021. The City is anticipating about \$14,861,000. The Municipal Income Tax allocation is still split with 85% of the revenues going towards the general fund and 15% of the revenue going towards capital improvement (Of the 15%, 5% is allocated to capital improvement debt service). Intergovernmental Revenue has exceeded its 2022 estimates by 18%. The budget is approximately 4.3% below the 2021 budget. The DUI task force grant contributed towards the decrease.
- Intergovernmental Revenue has exceeded its 2022 estimates by 18%. The budget is approximately 4.3% below the 2021 budget. The DUI task force grant contributed towards the decrease.
- Licenses and Permit – Revenue from the Building and Engineering Department. Revenues are down from the year 2021 actuals. This is because there is a reduction in residential building fees.
- Fines and Costs- Collections from the Mayor’s Court. The estimates are increasing. The pandemic caused a decrease in revenue.
- Interest – There is an increase because of the interest rate hike. The 2023 estimate is 17% higher than the 2022 year-end estimate.
- Miscellaneous items – The estimates are still being worked on. The miscellaneous income includes sales of any vehicle that was purchased out of the General Fund, and other types of revenue that are considered administrative cost recovery – anything that is not in the other revenue accounts.

Councilman Boose wanted to clarify that the overall budget increased by 5% and 3% of the 5% is non-salary/payroll items. Auditor Wilkerson explained that not all departments had increased, some of them reduced drastically. Ms. Wilkerson continued going over the budget. Ms. Wilkerson continued going over the budget.

- 2.9 million transfer out is for payroll reserve and payment of debt. So overall, the City still has a very healthy fund balance.
- The fund balance increase is attributed to the property and income tax increase.

Clerk of Council/Council’s Office

- Council’s budget is the same as in the past. The increase is just the normal cost of living in IT licenses and support.

- Civil Service Commission Budget increased by about an extra \$29,000 because of police and Fire Civil Service testing.
- Clerk of Council's Office professional memberships and training increased to cover two employees.
- Planning Commission budgeted an amount for branding items and orientation training for volunteer commission members.

Mayor's Court

- The budget is consistent with the previous year.
- There is a slight decrease in the operating budget.
- The biggest expense coming out of the general fund portion of this is the court fees from Elyria.
- Amounts from the Police Department tickets go towards the court computerization fund.
- Two computers need to be replaced.
- Credit card fees requesting about \$5,000.
- Mayor's Court pays fees for the Lexis Nexis Subscriptions for the Law Department.

Mayor's Office

- There is a \$40,000 decrease in the Mayor's Professional Services Budget.
- The budget is consistent with previous years.
- There is a decrease in the Mayor's budget because of the change in pension pick-up and salaries have increased.
- The Master Plan Budget is in the Mayor's Budget.

Safety Service Director

- The operating budget is consistent with an increase in outdated furniture within the offices as well as the front reception area.

Auditor's Office Budget

- The operating budget is consistent.
- There was a decrease in the budget because of switching account auditing services.
- The office still needs an additional laptop and some additional monitors for the staff members.
- Anticipated some changes in the auditor's/treasurer's budget because of the merging of the two offices. The plan was to make the budget changes after the Charter amendment and the merger of the two offices.

Treasurer's Office Budget

- No significant increases.
- Other Professional Services budget increased

Human Resource Budget

- A significant decrease in the Human Resource budget was discussed.
- The current arrangement involves the Treasurer's office and the Law Office sharing Human Resource responsibilities.
- Budgeted items include provisions for pre-employment examination testing, specifically drug testing and background checks, and group writing fees for a company that facilitates the workers' compensation program.
- It was noted that HR matters are handled by individual departments.

Fire Department Budget

- Fire Levy fund - Property tax generated from the Fire Levy fund is used to pay for the salaries and benefits of one captain, five lieutenants, and seven firefighter paramedics.
- Overtime pay and hospitalization costs are covered by the General Fund.
- Renovations at Fire Station #1 have been completed.
- Discussed the Pension Fund, Ambulance Fund, Equipment Service Plan Budget, and potential grants.

IT Department Budget

- Budget for the Staffing levels: Staffing levels remain unchanged from 2022.
- Budget Allocation: The budget includes \$750,000 for IT licenses, support, and equipment, covering: the OnBase Program, Potential website redesign, Purchase of servers, switches, and fibers, and Computer PC updates.
- Mayor's Comments: Mayor Corcoran explained plans to hire an IT Director and discussed ongoing IT issues the City faces.
- The IT Department budget accommodates two in-house staff members and an external IT group.

Police Department Budget

- Police Levy Fund: The Police Levy Fund, supported by property tax revenue, is allocated to cover the salary and benefits of one lieutenant and 17 patrolmen.
- Overtime and hospitalization costs are covered by the General Fund.
- The Pension Fund operates in a similar manner to the fire pension fund.

Engineering Department Budget

- The current salary range for the City's Engineer position will be maintained. However, it was noted that there are challenges in finding suitable candidates for this role.
- The budget reflects an increase in fuel costs.

Office of Older Adults Department Budget

- Staffing Changes: The part-time assistant cook position will no longer be requested. This change represents a staffing adjustment, while all other positions remain the same as of 2023.

General Fund

- The General Fund budget reflects significant changes, primarily in natural gas and electricity expenses.
- Natural gas costs have increased by 14% across the funds.
- Electricity costs have remained relatively stable due to the OPEC agreement the City has in place.
- Fuel costs have consistently increased, in line with other budgetary changes.

Parks and Recreation Budget

- There is a decrease in the cemetery fund by about 35 percent from the 2021 actual.
- The Parks and Recreation programs revenue had a 7% increase over the 2021 actual.
- The Improvement Fund estimated revenue for 2023 is 1% above 2021 actual, the 2022-year-end estimate is about a 51% decrease.
- Sidewalk replacement Assessments for residents are completed from the General Fund.

State Highway Fund

- The revenue for the State Highway Fund has once again decreased, primarily due to a drop in income from gas and state license plate taxes.
- The City had anticipated a 4 percent increase in revenue compared to the previous year (2021).
- The revenue directed into this fund primarily comes from the motor license tax.
- The State Highway Fund is primarily utilized for street paint.

Street Levy Fund

- Similar to the previous year, the revenue for the Street Levy Fund has dropped, primarily due to decreases in gas and state license plate taxes.
- The Street Levy Fund is primarily derived from property taxes. It serves as the funding source for the maintenance of streets, bridges, and capital improvements within the city.
- It's important to note that the revenue and related numbers are provided by the county auditor.
- Expenses for this fund are detailed in the capital projects spreadsheet.
- While there are some slight changes in expenses related to concrete paths, the majority of the expenditures are directed towards various capital improvement projects.

Councilman DeVries called for a recess.

Recess 2:25 p.m.

Reconvened 2:40 p.m.

Councilman DeVries reconvened the meeting.

Miscellaneous Revenue

- Rental Fees: Income generated from rental fees.
- Law Director's Compensation: The City receives money from the state as part of the law director's compensation.
- Reimbursement from Govdeals: Any income received from Govdeals as reimbursement for selling City-owned property.

Debt Service

- Income Tax Service Fund: 5% of the income tax that the City receives each year contributes to the Income Tax Service Fund.
- Other Revenue - Sale of AT&T Building: Some revenue is generated from the sale of the AT&T building. This revenue is crucial for facilitating the outstanding debt on that building.
- Payment of Bands: The City currently owes \$2.8 million on the Bands issued in 2021. The City incurs substantial interest costs on these Bands. Ms. Wilkerson advised paying off the Bands in 2023, with the option to reissue a payment plan if needed.
- Fund Balance in the General Fund: The fund balance in the general fund is exceptionally strong. The Auditor's department has proposed a transfer of \$2.6 million into the fund to pay off the Bands and some residual debt. The goal is to maintain a strong fund balance by minimizing debt.

- **Debt Ratio and Financial Goal:** The City monitors the ratio between income tax revenue and outstanding debt at the end of the year. The goal is to keep the debt under 5%, with a payment of debt outstanding to these revenues being \$7.3 million.

Fire Station Fund Summary

- The Fire Station Fund is primarily funded by property taxes.
- The budget for this fund has remained the same.

Police Station Construction Debt Service Fund

- **Debt Service Payments:** In 2022, the City initiated debt service payments for the police station, generating property tax for this purpose.
- **Premium Debt:** The City generated \$1.3 million in premiums on this debt, and IRS regulations require the City to pay down this debt within a four-year period. This approach also reduces the burden on property owners.

Center Ridge Road Service Fund

- **Revenue Source:** Revenue for this debt service is derived from permissive motor vehicle license tags. These additional fees were instituted to fund improvements to Center Ridge Road.
- **Bond Judgments:** Detailed bond judgments related to this fund were outlined.

Bond Retirement Fund

- **Debt Service Timeline:** The debt service for this fund is expected to be fully paid after 2026. The City will have time to assess the next special assessment.

Capital Improvement Fund

- **Revenue Source:** The revenue for the Capital Improvement Fund is derived from municipal income tax.
- **Projects:** Several projects are planned, and the City intends to propose using these funds for those projects.

Enterprise Funds

- **Anticipated Increase:** The City anticipates a 2% increase over the 2022 year-end estimate. The year-end estimate represents a 5.5% increase over the 2021 actual. The 2% estimate is usually applied to the Water Fund but may be adjusted in 2023. The total request for utility collections and operations is about a 24% increase.

- Water Tap-In Fees: Water tap-in fees have decreased, which is directly correlated with housing starts.
- Total Request for Utility Collections: The total request for utility collections and operations reflects about a 24% increase.
- Water Source Cost Comparison: The cost of water from Avon Lake is significantly higher than that from Elyria. The City had a favorable deal with Elyria, which has now increased its costs. Despite the increase, Elyria remains more cost-effective than Avon Lake.
- Water Source Selection: The City continues to source water from Avon Lake due to accessibility issues in certain areas, with the intention of transitioning to Elyria entirely when feasible.
- Contract Duration: The City has a 10-year contract with Elyria for water supply.
- Water Improvement Fund: Details about the Water Improvement Fund balance and transfer out were discussed.
- Rate Considerations: The City will need to assess the amount of money collected to cover debts and determine future rate adjustments based on the needs and replacement schedule for various aspects, including water, sewer, and storm issues.

Water Debt Service Fund

- Debt Balance: The balance of debt service owed on water service is \$1,900,082. It is generally recommended to maintain approximately one-third of the owed amount in the fund balance.
- Water Improvement Fund: The Water Improvement Fund is primarily based on revenue from the water operating fund.
- Carry Forward: Some budgeted items from 2022 were not completed and will be carried forward into the next budget.

Sewer Fund

- Anticipated Increase: There is an anticipation of a 6% increase for the Sewer Fund, comparing 2021 to the year-end estimate.
- Sewer Operating Budget: The sewer operating budget has increased by 1.7%.
- Sewer Infrastructure Study: The Engineering department is conducting a study of the sewer infrastructure.
- Future Appropriations: The availability of future appropriations for sewer work is negative, indicating insufficient funds for sewer projects, given the city's extensive and aging sewer system.
- Budget Balance: The budget is balanced, but it only allocates funds for specific projects.

Sewer Debt Service Fund

- Bond Expiration: Two bonds, with a planned expiration date in 2016, are equivalent to about half a million dollars.
- Transfer Request: The Finance Department has requested a transfer of \$980,000 into this fund for debt service from the sewer operating fund. Approximately one-third of the debt service would amount to about \$1.7 million.
- Debt from Sewer Improvements: A significant amount of debt arises from sewer improvement projects.

Utility Collections and Solid Waste Fund

- Enterprise Fund: This fund is categorized as another enterprise fund within the city's financial operations.
- Anticipated Revenue Increase: The Solid Waste Fund anticipates a 9% increase in revenue for charges for services compared to what is expected at the end of 2022. The 2022 estimate is approximately 2% of the 2021 actual.
- Future Rate Discussion: There will be a need for future discussions regarding utility rates because the current resident payments may not be enough to cover the refuse contract and ongoing operations. The original ordinance didn't consider the utility portion of the Department of Utilities' operations fees.
- Expense Increases: Some expense increases are due to the implementation of a new system, and there are also high fees for electronic elections. As a result, the Utilities Department had to increase its budget.
- Rate Adjustment Ordinance: An ordinance is in place that allows for further rate adjustments. Although Republic Services has a 5-year contract that increases charges each year based on the number of residents in July, the rate charged to customers has not been adjusted. Currently, the rate is \$20.25, but an ordinance allows it to go up to \$21.50. Mrs. Wilkerson recommended adjusting the rate in accordance with that ordinance.
- Rate Holiday: A rate holiday for 2022 was not recommended by Ms. Wilkerson, primarily due to a low fund balance, making it unfeasible.
- Collection Fees for Residents: The City is considering passing on collection fees to residents when they pay their utility bills. These fees would vary, and the City cannot make a profit from them.
- Rising Operating Costs: The cost of operating the department is increasing.

French Creek Budget Fund and Revenue

- French Creek Revenue: The revenue for French Creek is derived from charges for services, and there is an anticipation of a 10% increase in the estimate over 2021 actuals.
- Revenue Growth: The 2022 year-end estimate is about 5% over the 2021 actual, and the projection is for a 10% increase.

- **Anticipated Expenses:** Anticipated expenses are approximately 4% above the year-end estimate. The department is planning a transfer out of about \$1.8 million, which includes \$270,000 in debt service.
- **Carry Forward:** Like other funds, there is a provision for a three-month carry forward based on expenses, excluding capital outlays in this budget.
- **Ongoing Appropriations:** Approximately \$1 million is allocated for ongoing appropriations, which constitutes 36% of the total fund balance.
- **Debt Service:** The service fund has approximately \$3 million of debt service remaining. One-third of that would be about \$1,015,000.
- **Fund Balance:** The fund balance is in good standing.
- **Fund Balance Request:** A \$800,000 request has been made to facilitate the fund balance.
- **Bonds Paid Off:** The 2014 various purpose bonds were paid off last year.
- **Improvement Fund:** There is a request for the issuance of additional debt under the Improvement Fund, which could bring changes.
- **Capital Outlay Decrease:** There is a decrease in capital outlay due to projects that have not yet started.
- **EPA Financing Applications:** Applications for EPA financing have been submitted for some of the projects, totaling about \$5.3 million.
- **Rate Study:** A rate study is in progress and is expected soon.

Benefits and Insurance Fund

- **Revenue Increase:** The fund budgeted for about a 2% increase in revenue over the 2021 actual. The City collects approximately 12.5% of the medical cost from the employees, as embedded in their contracts.
- **Anticipated Increase in 2023:** The 2023 estimate from the 3rd party administrator anticipates an increase of around 5% in costs.
- **Year-End Estimate for Claims:** The 2022 year-end estimate for claims is noted as being relatively high.
- **Claims Increase:** The plan includes a 1% increase for claims.
- **Administrative Costs:** There was a slight increase in administrative costs on the 3rd party end.
- **Fund Balance:** The Fund maintains a healthy balance, ending with about a \$1.5 million surplus.

Flexible Spending Account

- **Variability:** The Flexible Spending Account varies, especially when an employee elects to use Flex spending and then leaves the organization. In such cases, there is no way to recoup the fees that were paid out.
- **Funding Responsibility:** The program is funded entirely by the employee over the course of the year.

City Garage Fund

- **Creation of Internal Service Fund:** The Internal Service Fund for the City Garage was created in 2019. This fund is responsible for assessing and repairing any vehicles or equipment in need of service. The City Garage assesses whether the equipment or vehicle can be repaired in-house or if they need to outsource the service. They provide the service and bill the internal department for the associated fee, including a labor component.
- **Labor Component Challenge:** One of the challenges is maintaining a rate that's reasonable enough to sustain the fund. The staff at the City Garage is not exclusively devoted to the garage but assists in other areas as well.
- **Rate Adjustment:** The rate charged to individual departments is adjusted to accurately account for factors such as salary and benefits, which increase over time.
- **Balance between Fee and Service:** Some departments that use the service garage frequently may not like the fees but appreciate the quality of service provided.
- **There is an increase in materials and supplies.**
- **Sustainability Concern:** The challenge is maintaining a budget while keeping the rate as low as possible. The department seeks more sustainability.
- **The rate is kept as low as possible, but the department needs more sustainability.**
- **Fund Balance:** The fund balance is negative, and the department aims to bring it into a positive balance.
- **Exploring Options:** All options are under consideration, but the City Garage remains the best option for the City. Many other cities also handle fleet management in-house.

The meeting concluded with Auditor Wilkerson summarizing the major increases in the budget.

Councilman Boose raised a question regarding the budget for the fireworks show returning to South Central Park. He expressed concerns about residents' inability to view a free fireworks display. In response, Mayor Corcoran suggested bringing up the matter with the Fire Chief, who originally proposed moving the fireworks to a different location.

Auditor Wilkerson informed the attendees that the City used to receive donations for the fireworks, but this source of funding has diminished, and now the expense is covered by the General Fund.

Chairman DeVries expressed interest in discussing staffing matters, to which Auditor Wilkerson confirmed that employee benefits would be on the agenda for Thursday's discussion. She also emphasized the commendable stewardship of budgets by the department heads.

Adjournment:

Chairman DeVries adjourned the meeting at 3:43 p.m.

To Order – Wednesday, November 16, 2022 (Day 2):

Chairman Martin DeVries called the meeting to order at 9:06 a.m. in Council Chambers at North Ridgeville City Hall, 7307 Avon Belden Road.

Pledge of Allegiance:

Led by Chairman DeVries.

Attendance:

In attendance were Committee members Dennis Boose, Councilman Bruce Abens, and Chairman Martin DeVries.

{Clerk notes: The individuals that presented during the budget session are named individually or by the department within the section that was being presented.}

{Clerk notes: A copy of the summary budget sheets is attached to the meeting.}

Also in attendance were Auditor April Wilkerson, Deputy Auditor Fabrice Dongo, Assistant Clerk of Council Fijabi Gallam, Councilman Cliff Winkel, and President Jason Jacobs.

Chairman DeVries called for a recess.

Recess 9:06 a.m.
Reconvene 9:15 a.m.

Chairman DeVries reconvened the meeting

{Clerk notes: There are certain parts in the meeting where the audio was not clear or heard due to technical issues with the mics or distance from the mics.}

2023 Budget Discussion (Continued):

City of North Ridgeville Fire Department– Fire Chief John Reese

Auditor Wilkerson introduced the Fire Department budget. She reported that the Fire Department consists of 40 full-time staff members, with one current vacancy. The Fire Department is supported through several funding sources, including the General Fund, the Fire Levy Fund, the Paramedic Levy Fund, and the Ambulance Fund.

Fire Chief John Reese then provided highlights for the Fire Department's 2023 budget. There weren't any major changes.

Chairman DeVries called for a recess.

Recess 10:00 a.m.
Reconvene 10:15 a.m.

Chairman DeVries reconvened the meeting

Engineering Department and Capital Projects – City Engineer Christina Eavenson and Eric Brown

City Engineer Dan Eavenson provided highlights of the Engineer Office's 2023 budget. She also covered key 2023 Capital Projects including:

- Annual catch basin rehab
- Concrete pad replacement
- Sugar Ridge Road Rehabilitation for a Full-depth replacement
- Peanut Roundabout
- Center Ridge Road
- Stormwater projects
- Study projects

Chairman DeVries called for a recess.

Recess 10:50 a.m.
Reconvene 11:00 a.m.

Chairman DeVries reconvened the meeting

Service Department and City Garage – Superintendent Jon Montgomery, Water/Sewer Foreman Brian O’Grady, Stormwater Foreman Ray Ford, and Head Mechanic Rick Simonyi.

Auditor Wilkerson introduced the Service Department budget. She reported the Service Department consists of 48 full-time staff (including 6 who run the city garage) and 10 part-time staff. The department is funded through various sources including street construction, maintenance and repair funds, state highway funds, motor vehicle license, and tax funds, streets levy funds, water operation funds, sewer operation funds, and stormwater operation funds.

Superintendent Jon Montgomery presented a PowerPoint to the City Council detailing all the lease purchases and replacements the Service Department is requesting for 2023. The requested vehicles and equipment include a Sweeper, Crew Cab pickup, Transit Van, Ford F250 Enterprise Lease, Bobcat E60 water sewer, Utility Body pickup Purchase, Sand Blaster Cabinet, Band Saw, Drive On Lift, Parts Washer, and Catwalk/Safety steps.

Superintendent Montgomery also provided highlights of the non-equipment portions of the 2023 budget. He discussed street construction, potentially outsourcing some work due to staffing levels, city garage operations, utility operations, water meters, stormwater, and flooding issues in the city.

Chairman DeVries called for a recess.

Recess 12:00 p.m.
Reconvene 1:00 p.m.

Chairman DeVries reconvened the meeting

French Creek Wastewater Treatment Plant – Superintendent Corey Timko

Auditor Wilkerson introduced the French Creek Wastewater Treatment Plant budget. The plant operations are funded through Charges For Services. Wastewater services are provided to Avon, Sheffield, and North Ridgeville through the plant. There are currently 16 full-time staff members, with 1 vacancy and 1 known retirement upcoming in 2023.

Superintendent Timko provided highlights and discussed the department's equipment requests and capital projects for the 2023 budget. He noted there is a staffing issue in trying to find people who are certified to work at the plant.

Chairman DeVries called for a recess.

Recess 1:30 p.m.
Reconvene 2:00 p.m.

Chairman DeVries reconvened the meeting

Community Development and Planning – Director Kim Lieber

Auditor Wilkerson introduced the Community Development and Planning Department budget. The department is within the General Fund and consists of 1 full-time employee.

Director Lieber provided highlights of the Community Development and Planning Department's 2023 budget. She explained the budget would cover costs for association memberships, master plan meetings, print visuals, legal advertisements, and branding implementation tasks. The signage project is within the Capital Projects budget.

Chairman DeVries called for a recess.

Recess 2:15 p.m.
Reconvene 2:30 p.m.

Chairman DeVries reconvened the meeting

Building Department – Building Official Guy Fursdon

Auditor Wilkerson introduced the Building Department budget, which is funded through the General Fund. The department currently consists of 11 employees. The 2023 budget requests reducing staffing to 10 and hiring one more inspector. There are currently 2 vacant positions in the department.

Building Official Fursdon provided highlights and explanations for the budget changes. He noted the biggest need is to have someone scan department files. Housing start numbers have decreased.

Parks and Recreation Department - Director Kevin Fougrousse

Auditor Wilkerson introduced the Parks and Recreation Department budget. The department is funded through the General Fund and Charges for Services, including the cemetery fund, parks and programs fund revenue, and fees associated with the park improvement fund. The department consists of 35 employees - 8 full-time staff and 27 part-time.

Director Fougrousse provided highlights for the department's 2023 budget. He went over updates for the various parks.

Adjournment:

Chairman DeVries adjourned the meeting at 3:00 p.m.

To Order – Thursday, November 17, 2022 (Day 3):

Chairman Martin DeVries called the meeting to order at 9:00 a.m. in Council Chambers at North Ridgeville City Hall, 7307 Avon Belden Road.

Pledge of Allegiance:

Led by Chairman DeVries.

Attendance:

In attendance were Committee members Dennis Boose, Councilman Bruce Abens, and Chairman Martin DeVries.

{Clerk notes: The individuals that presented during the budget session are named individually or by the department within the section that was being presented.}

{Clerk notes: A copy of the summary budget sheets is attached to the meeting.}

Also in attendance were Auditor April Wilkerson, Mayor Kevin Corcoran, Deputy Auditor Fabrice Dongo, Assistant Clerk of Council Fijabi Gallam, and President Jason Jacobs.

{Clerk notes: There are certain parts in the meeting where the audio was not clear or heard due to technical issues with the mics or distance from the mics.}

2023 Budget Discussion (Continued):

City of North Ridgeville Police Department– Captain Kevin Jones

Auditor Wilkerson introduced the Police Department budget. The department is funded through the General Fund, some court fees revenue, and Police Levy Revenue. There are currently 49 full-time staff and 2 part-time positions. The department has 4 vacant patrolman positions and 1 vacant part-time dispatcher position. They are requesting to add 1 full-time dispatcher floater position.

Auditor Wilkerson provided highlights of the 2023 Police Department budget. She noted the department would be constructing a new police station in 2023.

Captain Jones explained they are requesting an increase to the training budget, adding a full-time dispatcher floater to reduce overtime, and purchasing a flock camera system. The overall budget was reduced because the department is not requesting any new vehicles or equipment.


Moved by Chairman DeVries and seconded by Boose to go into executive session to discuss personnel compensation.

Adjourned into Executive Session at 9:30 a.m.
Reconvened into the committee meeting at 11:37 a.m.

Adjournment:

Chairman Abens adjourned the meeting at 11:38 p.m.

These minutes were approved on November 14, 2023.



Fijabi Julien-Gallam, MMC
Assistant Clerk of Council

Exhibit A

**ANNUAL APPROPRIATION
FOR THE PERIOD COMMENCING JANUARY 1, 2022 AND ENDING DECEMBER 31, 2022**

Fund Number	Fund Name/Department	Personal Services	Other Expenses	Transfers and Advances	Total Appropriations
General Fund					
111	City Council	\$82,000	\$40,200	\$0	\$122,200
112	Council Clerk	127,700	75,800	0	203,500
115	Mayor's Court	152,200	136,800	0	289,000
117	Mayor	197,400	236,800	0	434,200
119	Safety Service Director	225,500	125,600	0	351,100
120	Auditor	313,200	293,000	0	606,200
205	Income Tax	0	361,000	0	361,000
122	Treasurer	220,500	184,300	0	404,800
125	Law Director	336,300	233,800	0	570,100
127	Human Resources	90,000	51,900	0	141,900
130	Computer Services	219,200	333,600	0	552,800
137	Civil Service	0	34,800	0	34,800
140	Misc General Government	15,000	231,200	0	246,200
412	Community Development	105,000	261,700	0	366,700
141	Planning Commission	0	1,600	0	1,600
142	Board of Zoning Appeals	0	600	0	600
147	Regulatory Compliance	4,000	1,000	0	5,000
150	Public Buildings	0	234,200	0	234,200
160	Police Administration	478,300	193,200	0	671,500
161	Police	2,231,500	1,971,700	0	4,203,200
164	Dispatchers	278,800	113,600	0	392,400
165	Fire	825,000	596,300	0	1,421,200
170	Building	820,400	496,300	0	1,316,700
172	Engineer	557,000	346,400	0	903,400
175	Street Lighting	0	182,000	0	182,000
180	Health District	0	136,000	0	136,000
182	Senior Citizens	316,100	174,300	0	490,400
185	Park and Recreation	401,400	443,900	0	845,300
900	Other Financing Uses	0	0	700,000	700,000
Total General Fund		7,996,500	7,491,600	700,000	16,188,000
Special Revenue Funds					
207	Payroll Reserve	0	200,000	0	200,000
210	Street Construction M and R	630,900	1,338,600	0	1,969,500
215	State Highway	0	140,000	0	140,000
220	Motor Vehicle License Tax	285,300	297,300	0	582,600
225	Street Levy	0	2,148,900	0	2,148,900
245	Police Levy	1,401,300	300,500	0	1,701,800
246	Police Pension	0	350,000	0	350,000
247	Safetyville	9,300	3,300	0	12,600
250	Law Enforcement Trust	0	43,400	0	43,400
252	Local Law Enforcement Assistance	0	2,160	0	2,160
255	Drug Law Enforcement	0	3,690	0	3,690
257	DUI Enforcement and Education	0	2,270	0	2,270
258	Clerk of Court Computer Services	0	17,500	0	17,500
259	Court Computerization	0	37,000	0	37,000
260	Fire Levy	1,065,500	617,100	0	1,682,600
261	Fire Pension	0	291,000	0	291,000
262	FEMA SAFER Grant	14,800	14,600	0	29,400

Exhibit A

**ANNUAL APPROPRIATION
FOR THE PERIOD COMMENCING JANUARY 1, 2022 AND ENDING DECEMBER 31, 2022
(Continued)**

Fund Number	Fund Name/Department	Personal Services	Other Expenses	Transfers and Advances	Total Appropriations
263	Paramedic Levy	1,457,800	973,100	0	2,430,900
265	Ambulance	338,500	496,200	100,000	934,700
266	Ambulance Replacement	0	280,000	0	280,000
270	Cemetery	4,000	24,300	0	28,300
275	Parks and Recreation Trust	78,900	302,100	0	381,000
280	Park and Recreation Improvement	0	106,200	0	106,200
291	DUI Task Force Grant	0	224,000	30,000	254,000
295	Solid Waste Management	54,200	3,588,500	0	3,642,700
298	Hotel Tax	0	32,000	0	32,000
299	Library Levy	0	1,471,100	0	1,471,100
Total Special Revenue Funds		5,340,500	13,304,820	130,000	18,775,320
Debt Service Funds					
309	Income Tax Debt Service	0	3,978,000	0	3,978,000
311	D/S BR Central Fire Station	0	566,000	0	566,000
361	Center Ridge Debt Service	0	175,500	0	175,500
Subtotal-General Bond Retirement		0	4,719,500	0	4,719,500
353	S/A Westerlies	0	180,000	0	180,000
354	S/A Victory Lane	0	71,000	0	71,000
Subtotal-Special Assessments		0	251,000	0	251,000
332	Walgreen TIF	0	32,700	0	32,700
333	Performance Ln TIF	0	410,000	0	410,000
Subtotal-TIF Funds		0	442,700	0	442,700
Total Debt Service Funds		0	5,413,200	0	5,413,200
Capital Projects Funds					
410	Capital Projects	0	1,162,300	0	1,162,300
431	Center Ridge Construction	0	1,500,000	0	1,500,000
434	ODNR Flood Control	0	752,000	392,000	1,144,000
441	Barres Road Realignment	0	121,800	0	121,800
443	Shady Drive Batting Cage Restroom	0	191,500	0	191,500
480	TIF Improvement #1 ORD 5206	0	10,400	0	10,400
481	TIF Improvement #2 ORD 5207	0	27,000	0	27,000
482	TIF Improvement #3 ORD 5208	0	1,158,300	0	1,158,300
483	TIF Improvement #4 ORD 5209	0	32,700	0	32,700
484	TIF Improvement #5 ORD 5210	0	17,400	0	17,400
485	TIF Improvement #6 ORD 5211	0	76,600	0	76,600
486	TIF Improvement #7 ORD 5251	0	13,500	0	13,500
487	TIF Improvement #8 ORD 5252	0	114,300	0	114,300
488	TIF Improvement #9 ORD 5286	0	5,200	0	5,200
490	TIF Improvement #10 ORD 5287	0	12,000	0	12,000
491	TIF Improvement #11 ORD 5288	0	5,400	0	5,400
492	TIF Improvement #12 ORD 5289	0	5,100	0	5,100
493	TIF Improvement #13 ORD 5311	0	32,400	0	32,400
Total Capital Projects		0	5,237,900	392,000	5,629,900

Exhibit A

**ANNUAL APPROPRIATION
FOR THE PERIOD COMMENCING JANUARY 1, 2022 AND ENDING DECEMBER 31, 2022
(Continued)**

<u>Fund Number</u>	<u>Fund Name/Department</u>	<u>Personal Services</u>	<u>Other Expenses</u>	<u>Transfers and Advances</u>	<u>Total Appropriations</u>
<u>Enterprise Funds</u>					
610	<u>Water</u>				
	Collections	73,900	187,800	0	261,700
	Operations	805,800	4,591,500	1,000,000	6,397,300
Total Water Fund		879,700	4,779,300	1,000,000	6,659,000
640	<u>Sewer</u>				
	Collections	94,800	199,800	0	294,600
	Operations	535,000	4,977,800	1,910,600	7,423,400
Total Sewer Fund		629,800	5,177,600	1,910,600	7,718,000
691	<u>Storm Water</u>				
	Collections		5,000	0	5,000
	Operations	230,200	758,000	0	988,200
Total Storm Water		230,200	763,000	0	993,200
624	Water G.O. Bond Retirement	0	239,600	0	239,600
632	Water Improvement	0	3,467,400	0	3,467,400
645	Sewer G.O. Bond Retirement	0	980,900	0	980,900
660	Sanitary Sewer Improvement	0	7,530,700	0	7,530,700
670	French Creek WWTP	1,132,100	3,191,800	2,270,000	6,593,900
675	French Creek B.R.	0	278,200	0	278,200
680	French Creek Improvement	0	6,600,000	0	6,600,000
Total Enterprise Funds		2,871,800	33,008,500	5,180,600	41,060,900
<u>Internal Service Funds</u>					
710	Self Insurance Benefits	0	4,503,200	0	4,503,200
720	Flexible Spending Account	0	65,000	0	65,000
730	City Garage	374,600	471,800	0	846,400
Total Internal Service		374,600	5,040,000	0	5,414,600
<u>Trust and Agency Funds</u>					
825	Board of Building Standards	0	25,000	0	25,000
840	Senior Citizens Multi Trust	0	58,200	0	58,200
890	Trust Miscellaneous	0	1,960,000	0	1,960,000
Total Trust and Agency Funds		0	2,043,200	0	2,043,200
Total All Funds		\$16,583,400	\$71,539,220	\$6,402,600	\$94,525,120

2023 Equipment Schedule

Service Department



CITY OF NORTH
Ridgeville
EST. 1810



(1) Crew cab pick up



Transit Van



Ford F250 Enterprise Lease



Bobcat E60 water sewer



Utility Body pick up Purchase



 CITY OF NORTH RIDGVILLE

7

City Garage

Sand Blaster Cabinet



Band Saw





