

VILLAGE OF OAKWOOD
COUNCIL BUDGETARY HEARING MINUTES
December 15, 2020

ATTENDED

Johnnie A Warren – Council President*

Brian Thompson-Finance

Elaine Gaither – Council-at-Large*

Eloise Hardin-Ward 2

Melanie Sanders – Ward 3

Patricia Rogers – Ward 4

Candace Williams – Ward 5

ABSENT

Mayor Gary Gottschalk

Meeting opened at 6:06 by Warren
Pledge of Allegiance recited

Thompson: We have the 2020 realignment and the 2021 budget to review. He explained the ratios should reflect 92% for collections and expenditures. I sent this report to Council at the last minute. With reductions this year, we are at .78 expenditures which is below ratio. **Hardin:** Revenue is down 12%. **Thompson:** Yes, through November 30th. **Hardin** asked if the budget was reduced by 12% in 2021. **Thompson:** It is scaled down from the projections from \$10.1 million to \$9.4 million. **Williams** mentioned items overbudget which continue to increase, and we have one more month in 2020. **Thompson:** The realignment will cover those costs. It didn't change the bottom-line appropriation. The Building Dept. discussed their upgrades and contract obligations. **Hardin:** With Crystal not here any longer, her salary didn't impact their budget? **Thompson:** It saved, but he had contractual obligations and software upgrades. **Williams:** Why are they off so much this year? **Thompson:** There was a big push to transition their department and bring it up to snuff. **Williams:** It was over last year as well. **Thompson:** I am confident that department will not be over in 2021. I hear what you are saying. **Sanders** asked about the Adobe program. **Thompson:** It was \$1,000. I anticipate a balanced budget this year. He reviewed the attached report. Health benefits was down.

Special Revenue

Thompson explained reductions due to less activity in 2020. An increase to bond obligations due to the major TIFs and increased revenue. **Williams** asked about expenses charged there. **Thompson:** The Mayor has the latitude to charge there for plants, flowers, retainer walls, etc. for TIF district improvements. We have eight or nine active TIFs now. **Williams:** If those funds are not used in a given year, do they roll over to the next? **Thompson:** Yes. **Williams:** That is 12% or \$700,000. **Thompson:** Yes. We have fluctuating net profits from companies. **Williams** asked if it needed to be reduced. **Thompson:** I didn't have to reduce that, we underspent by 14%. We are in good shape. I am confident the realignment will come in underspent. **Williams** asked by what percentage. **Thompson:** I do not know currently. **Warren:** By year's end he will have those figures.

2021 Budget

Thompson: The exhibit details the numbers. I also included a summary report. This budget projection is \$9,709,000 but last year the budget was \$10,178,837.87. The drop is about \$700,000 through RITA receipts. I will closely monitor the Mayor's budgets which dropped. **Hardin** asked what would happen if the RITA numbers are less than expected. **Thompson:** We would look at the expenses. We can submit an adjusted budget as many times as we need to each year to the County. **Williams** commented about restraints on the Building Dept. They are overbudget by \$65,000. **Thompson:** All departments are aware of the situation. We put a non-essential expenditures strategy in place. **Williams** asked if that is in writing. **Thompson:** Not yet **Williams:** I will use the Building Dept. as an example; they are asking for new furniture, but they are in remote offices. What is your monitoring device? **Thompson:** The PO is a systematic tool in monitoring spending. I meet with Department Heads monthly, Police and Fire particularly. **Warren** suggested meeting with all the Department Heads monthly. Preapproval must be made prior to spending except for office supplies as pens, clips, contractual obligations, etc. I read an article the NLC which explained the greater impact won't be felt until 2021. We

need to set up safeguards. **Thompson:** We will see the biggest impact mid-year. We are always conservative. **Sanders** asked how he compensated for the \$700,000 loss. **Thompson:** We are in communication with RITA, but we will not get those funds back. **Warren:** Through expense reductions. **Thompson:** Yes. **Warren:** It is important to control what we can; expenses. We have no idea what the first quarter will look like until the second quarter. **Thompson:** I have stayed in budget the 14 years I have been here. I am committed to keeping a close watch on 2021 to keep everything in line. **Sanders** agreed with Warren. We need to keep the budgets as tight as we can. **Thompson:** Keep in mind our Directors have monthly meetings about acquisitions, necessities and anticipating expenses. **William** asked about the contingency budget and job descriptions as well as other healthcare options. **Thompson:** Bardon is the one our agent recommended. **Williams** asked for a comparison study of the seven key factors with different types of healthcare and contribution options. **Thompson** will get that info to Council. **Williams** asked what impact different employee contribution levels will look like to the Village as well as different deductibles. **Thompson** will reach out to the insurance agents. We will have legislation in January to reflect different plans for incoming employees. **Mayor** suggested passing 25% budget which will give us time to review this in January-February. We will see what the first quarter looks like. **Williams** agreed. She also expressed concern over departments running only with essentials, not purchasing furniture or other non-essential items. **Thompson:** Debbie has the 25% budget in her possession. **Hardin:** I am in favor of a 25% budget.

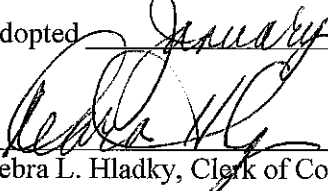
Meeting adjourned 7:04p

Motion to adjourn made by Gaither seconded by Rogers

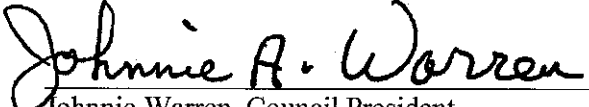
SIX YES: Hardin, Sanders, Rogers, Williams

Adjourned 6:58pm

Adopted January 12, 2021



Debra L. Hladky, Clerk of Council



Johnnie Warren, Council President

Revenue/Budget ratio report Month Ending November 2020

Finance Committee Meeting 12-15-20

Desired Revenue collected ratio = .92% Collected

Max Ratio Limit = .92/100%

General Fund	Projected Revenue	YTD Revenue 11/30/2020	Actual Budget/Revenue ratio
General Fund Revenue	\$ 10,019,342.31	\$ 8,040,935.63	\$ 0.80
Beginning Balance	\$ 319,852.69		
Total	\$ 10,339,195.00		

Expense/Budget ratio report Month Ending November 2020

Desired expense ratio = .92%

Max Ratio Limit = .92/100%

General Fund	100% Appropriations	YTD Expenses 11/30/2020	Actual Budget/Expenses ratio
Police	\$ 2,293,680.62	\$ 1,867,351.56	0.81
Fire	\$ 2,282,123.08	\$ 2,011,072.07	0.88
School Guard	\$ 11,600.00	\$ 7,849.35	0.68
Dog Warden	\$ 11,000.00	\$ 9,568.00	0.87
Auxiliary	\$ 62,200.00	\$ 30,774.84	0.49
Misc Contractual-utility	\$ 95,058.42	\$ 94,996.42	1.00
Building	\$ 249,200.00	\$ 239,710.75	0.96
Service Department	\$ 523,200.00	\$ 457,792.48	0.87
Rubbish Disposal	\$ 108,000.00	\$ 105,831.80	0.98
Council Clerk	\$ 59,175.00	\$ 51,620.12	0.87
Council	\$ 160,635.59	\$ 111,103.57	0.69
Mayor	\$ 262,350.00	\$ 178,958.45	0.68
Mayors Court	\$ 171,568.62	\$ 155,938.36	0.91
Finance	\$ 284,700.00	\$ 240,752.05	0.85
Legal Administration	\$ 148,700.00	\$ 125,290.63	0.84
Engineer	\$ 42,900.00	\$ 35,114.59	0.82
Pub/Lands and Building	\$ 87,300.00	\$ 84,118.95	0.96
Senior Van	\$ 67,600.00	\$ 59,706.11	0.88
Bedford Schools	\$ 112,000.00	\$ 111,960.00	1.00
Summer Employment	\$ 3,900.00	\$ 3,800.69	0.97
Board of Commissions	\$ 13,200.00	\$ 5,491.99	0.42
H/B Operational Contr.	\$ 2,024,740.54	\$ 1,792,744.51	0.89
Transfers Out	\$ 1,096,000.00	\$ 181,000.00	0.17
Total	\$ 10,170,831.87	\$ 7,962,547.29	0.78

Expense/Budget ratio report Month Ending November 2020

Desired expense ratio = .92%

Max Ratio Limit = .92/100%

Special Revenue Fund

Finance Committee Meeting 12-15-2020

<u>Revenue</u>		Projected Revenue	YTD Revenue 11/30/2020	Actual Budget/Revenue ratio
Senior Fund-208	\$	154,500.00	\$ 91,000.00	0.59
Recreation Fund-204	\$	287,830.00	\$ 111,148.00	0.39
SCMR	\$	1,451,157.10	\$ 825,790.38	0.57

<u>Expenses</u>		100% Appropriations	YTD Expenses 11/30/2020	Budget/Expenses ratio
Senior Fund-208	\$	155,548.00	\$ 88,571.93	0.57
Recreation Fund-204	\$	287,850.00	\$ 114,399.81	0.40
SCMR	\$	1,426,337.86	\$ 977,492.13	0.69

2020 Permanent Budget-Realign

Ordinance No. 2020-98

General Fund	2020		2020	Comments
	Appropriations	Appropriations	Realign ORD-2020-98	
Police	\$ 2,293,680.00	\$ 2,293,680.00	\$ -	
Fire	\$ 2,282,123.08	\$ 2,282,123.08	\$ -	
School Guard	\$ 11,600.00	\$ 11,600.00	\$ -	
Dog Warden	\$ 11,000.00	\$ 11,000.00	\$ -	
Auxiliary	\$ 62,200.00	\$ 42,200.00	\$ (20,000.00)	Auxiliary Staff Lower
Misc Contractual	\$ 95,058.42	\$ 105,000.00	\$ 9,941.58	Electric Service Village Projected Year End Cost
Building	\$ 249,200.00	\$ 262,000.00	\$ 12,800.00	Contractual/Departmental Software Upgrades
Service Department	\$ 523,200.00	\$ 523,200.00	\$ -	
Rubbish Disposal	\$ 108,000.00	\$ 116,000.00	\$ 8,000.00	Rubbish Collection Projected Year End Cost
Council Clerk	\$ 59,175.00	\$ 59,175.00	\$ -	
Council	\$ 160,635.59	\$ 160,635.59	\$ -	
Mayor	\$ 262,350.00	\$ 262,350.00	\$ -	
Mayors Court	\$ 171,568.62	\$ 171,568.62	\$ -	
Finance	\$ 284,700.00	\$ 284,700.00	\$ -	
Legal Administration	\$ 148,700.00	\$ 148,700.00	\$ -	
Engineer	\$ 42,900.00	\$ 42,900.00	\$ -	
Public Lands and Building	\$ 87,300.00	\$ 95,000.00	\$ 7,700.00	Utilities Projected Year End Cost
Senior Van	\$ 67,600.00	\$ 67,600.00	\$ -	
Bedford Schools	\$ 112,000.00	\$ 112,000.00	\$ -	
Summer Employment	\$ 3,900.00	\$ 3,900.00	\$ -	
Board of Commissions	\$ 13,200.00	\$ 7,000.00	\$ (6,200.00)	Adjusted to Cost of Final 2020 meetings cost
Health Benefits	\$ 2,024,740.96	\$ 2,012,499.38	\$ (12,241.58)	Adjusted to Year end Projected Total
Transfers Out	\$ 1,096,000.00	\$ 1,096,000.00	\$ -	
Total Fund 101	\$ 10,170,831.67	\$ 10,170,831.67	\$ -	

Total Appropriation N/C see comments

2020 Permanent Budget-Realign

Special Funds	Ordinance No. 2020-98	2020		Comments
		Appropriations	Appropriations	
			ORD-2020-98	
201-SCMR		\$ 1,426,337.86	\$ 1,426,337.86	
202-PERMISSIVE		\$ 45,000.00	\$ 45,000.00	
203-STATE HWY		\$ 40,000.00	\$ 40,000.00	
204-RECREATION		\$ 287,850.00	\$ 175,000.00	(112,850.00) Reduction in Activities
205-BEAUTIFICATION		\$ 474.00	\$ 474.00	
206-TIF SWIFT		\$ 16,000.00	\$ 16,000.00	
208-SENIOR		\$ 155,548.00	\$ 125,000.00	(30,548.00) Reduction in Activities
209-FOJ		\$ 436.00	\$ 436.00	
210-POLICE PENSION		\$ 40,000.00	\$ 40,000.00	
211-HOLIDAY		\$ 590.00	\$ 590.00	
212-POLICE EVENT		\$ 200.00	\$ 200.00	
213-MEMORIAL		\$ 279.00	\$ 279.00	
214-ENFORCE EDUC		\$ 90,000.00	\$ 70,000.00	(20,000.00) Realign to year end
215-INDIGENT		\$ 20.00	\$ 20.00	
216-CONFISCATED		\$ 4.19	\$ 4.19	
217-AMB BILLING		\$ 266,000.00	\$ 266,000.00	
218-MAYORS COMPUTER		\$ 7,000.00	\$ 7,000.00	
219-INDIGENT		\$ 1,800.00	\$ 1,800.00	
225-3% STATE FEE		\$ 600.00	\$ 600.00	
301-G.O. BOND		\$ 3,709,000.00	\$ 3,800,000.00	91,000.00 Final YTD Projection
401-CAPITAL		\$ 277,563.00	\$ 300,000.00	22,437.00 Final YTD Projection
402-TIF SWIFT		\$ 12,000.00	\$ 12,000.00	
403-TIF MAINES		\$ 4,000.00	\$ 5,000.00	1,000.00 Increased Income Offset
404-TIF THERMO		\$ 4,000.00	\$ 5,000.00	1,000.00 Increased Income Offset
405-TIF FAMILY		\$ 4,000.00	\$ 5,000.00	1,000.00 Increased Income Offset
406-TIF OAK HOSPITALITY		\$ 4,000.00	\$ 5,000.00	1,000.00 Increased Income Offset
407-TIF COMMUNITY CARE		\$ 4,000.00	\$ 5,000.00	1,000.00 Increased Income Offset
408-TIF-BUCKEYE DEV		\$ 4,000.00	\$ 5,000.00	1,000.00 Increased Income Offset
501-SA BOND		\$ 199,000.00	\$ 199,000.00	
602-SANITARY		\$ 621,461.00	\$ 621,461.00	
801-MAIN BOND		\$ 39,500.00	\$ 39,500.00	
803-SENIOR CENTER		\$ 9,000.00	\$ 9,000.00	
804-MEADOWS		\$ 4,000.00	\$ 4,000.00	
805-PC DEPOSIT		\$ 6,890.00	\$ 6,890.00	
806-CLEARING FUND		\$ 18,500.00	\$ 18,500.00	
Sub-Total Special Funds		\$ 7,299,053.05	\$ 7,255,092.05	(43,961.00)
Grand total all funds		\$ 17,469,884.72	\$ 17,425,923.72	