

VILLAGE OF OAKWOOD
COUNCIL FINANCE MEETING MINUTES
April 27, 2021

ATTENDED

Elaine Gaither – Council-at-Large
Eloise Hardin-Ward 2
Melanie Sanders – Ward 3
Patricia Rogers – Ward 4
Candace Williams – Ward 5

Brian Thompson-Finance

ABSENT

Johnnie A Warren – Council President
Chris Callender-Ward 1

Mayor Gary Gottschalk

Meeting opened at 6:01p by Gaither.
Pledge of Allegiance recited, and attendance taken.

Thompson discussed March expenses and three departments regarding potential equipment purchases needed. He reviewed the Revenue/Budget Ratio Summary Report. The desired ratio is 25% and we are at 23% with receipts at \$2,144,680 YTD and \$2,142,488.96 expenditures. Police and Fire encompass 51% of our expenses. Those above the 25% are as follows: School Guard is at 27%, Misc. Contractual utilities at 31% Rubbish Disposal at 34%, Public Lands and Building is at 38% and H/B Operational at 36%. We are within the ratio of spending overall though at 23%.

Rubbish, Utilities, and Public Lands and Buildings billings for 2020 came in later and were paid out of the 2021 budget. We are still under the .25 ratio for the year.

Hardin: I will contact you tomorrow regarding the School Guard and Auxiliary. **Thompson:** Ok. **Williams:** The School Guard is slightly over. You mentioned she is also working for the front office. Are her total wages coming from the School Guard line item? **Thompson:** She works in the front office rarely. She assists with the Senior Lunch Program on Wednesdays. We charge utility bills for the stoplights under that line item. Those areas may be the cause of the overage. I will have to investigate that. **Hardin:** Are you saying the position you created is additional? **Thompson:** When Covid came into play the Mayor had her assisting Ms. Perez for senior lunches. **Hardin:** Once the School Guard position is in full swing, she will just go back to that? **Thompson:** Moving into the summer, that won't exist so I have to find out if her position with Ms. Perez will continue over the summer. **Hardin:** How is that reflected in the budget? **Thompson:** We will charge her work with the Senior Program under 208 Senior Fund. **Williams:** It doesn't look like that was originally budgeted. Are we moving funds around? **Thompson:** The young lady had a back injury who was assisting Ms. Perez so she is no longer working. The School Guard is now assisting Ms. Perez. It is just a matter of doing journal entries to the correct department. The appropriations are at the correct level. The charges may just be going into the School Guard. **Williams:** Do we typically charge the utility to School Guard? **Thompson:** If we have a repair less than \$500 for the stoplights at the crossing, we will but larger utility matters are paid from the Street Fund. I will double check to see if those funds were put in the right place. **Williams:** The ones over 25%, do you see any overbudgets by year end? **Thompson:** I see some of the higher levels leveling out throughout the year. **Hardin:** My concern is the rubbish costs. **Thompson:** I am watching it and will investigate it. **Hardin:** Verify no charge for the recycling cans. **Thompson:** Okay. **Rogers:** Ward 4 hasn't gotten any. **Hardin:** Very few in Ward 2. **Thompson:** I will contact Vince Crawford at WM.

Equipment Purchases

Thompson: Police, Fire and Service are looking to purchase equipment. The Police and Fire Dept. are experiencing some frequency changes mandated for dispatching. The much upgrade their radios. You the quotes. The Police upgrade is quoted at \$96,427.95 with the Fire Radio upgrade at \$78,332.49. The Fire Dept. is due air pack upgrades, and that quote is \$102,928.00. **Rogers:** Weren't there grants for some of this equipment? **Thompson:** Yes. The last is for Service Dept. equipment upgrades of a backhoe, front loader, leaf vac truck, dump truck and a John Deer utility four-wheeler. Quotes

are being obtained at this time. Financing options are lease with buy-back through the State bid process. There are grant dollars for the Police and potentially the Fire Dept. as well. We may be able to use CARES act funds. I am exploring these options. The buy-back program won't begin payments until 2022. We will discuss these once we get more information.

Hardin: We have never gotten a request like this. We just went through the budget. No one had a clue this was coming?

Thompson: They knew mandates were coming on the radios, but they were looking at grant options. Tom Haba is frugal. He had a front-loader on his equipment line item. When it was accessed by the mechanic, it was determined a new purchase was in order. As we got into the first part of the year, he realized he needs to purchase the leaf vac. **Hardin:** You hit us hard on these numbers. We don't need to hear anything else on these until we have information on the grants.

Thompson: Right. We will get more details from the Dept. Heads. **Hardin:** I'd like to know the timeframe for the Police and Fire. **Williams:** Do you know if there is a deadline? **Thompson:** They have to make the crossover on the radios at some point this year. **Williams:** Are these purchases proposed for 2021? **Thompson:** Yes. **Williams:** Do you have approximate grant amounts for the CARES grant? **Thompson:** We may have \$150,000 to \$175,000 to use. Tom Haba may not need all that equipment but definitely needs the leaf vac. **Williams** asked how much he is looking to finance.

Thompson: I would guess \$500,000. If we will not use grants. **Hardin:** The dump truck is a big purchase. **Thompson:** Those are \$75,000-\$80,000 with a plow. **Williams:** The Service Dept could be excess of \$500,000? **Thompson:** If we go through grants, I wouldn't have to finance that much. Once I get the quotes from Service, I can get back to Council. **Williams** asked if the grants are reimbursement grants. **Thompson:** We can apply the grant funds up front. **Sanders:** I am a little disappointed these are coming to us after we approved the budget. I specifically asked questions about any other needs. The answer was no across the board. In the future can we have these questions at the end of the year? **Thompson:** Most definitely. I know grants were explored about the radios. I agree from the budget aspect. **Williams:** Is there a deadline to get the quotes? **Thompson:** I should have that in the next couple weeks. **Williams:** Can you project how Covid is impacting our budget yet? **Thompson:** I am working on a detailed report for the next meeting. **Williams:** Will that come at the same time these numbers are ready? **Thompson:** Most likely after the equipment quotes. **Williams:** Can we get the numbers regarding the budget.

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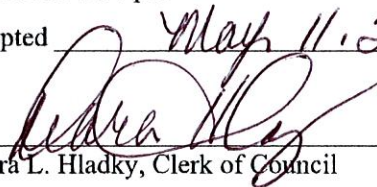
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Motion to adjourn made by Rogers seconded by Sanders.

5 YES: Gaither, Hardin, Sanders, Rogers, Williams

Adjourned 6:37 pm

Adopted

May 11, 2021

Debra L. Hladky, Clerk of Council


Johnnie Warren, Council President

Revenue/Budget ratio report Month Ending March 2021

Finance Committee Meeting 4-27-21

Desired Revenue collected ratio = .25% Collected

Max Ratio Limit = .25/100%

General Fund	Projected Revenue	YTD Revenue 3/31/2021	Actual Budget/Revenue ratio
General Fund Revenue	\$ 9,371,900.00	\$ 2,144,680.00	\$ 0.23
Beginning Balance	\$ 327,611.92		
Total	\$ 9,699,511.92	\$ 2,144,680.00	

Expense/Budget ratio report Month Ending March 2021

Desired expense ratio = 25%

Max Ratio Limit = .25/100%

General Fund	100% Appropriations	YTD Expenses 3/31/2021	Actual Budget/Expenses ratio
Police	\$ 2,334,394.36	\$ 492,110.66	0.21
Fire	\$ 2,274,213.51	\$ 507,239.86	0.22
School Guard	\$ 7,650.00	\$ 2,028.38	0.27
Dog Warden	\$ 11,000.00	\$ 2,235.00	0.20
Auxiliary	\$ 50,000.00	\$ 4,844.61	0.10
Misc Contractual-utility	\$ 106,000.00	\$ 33,026.09	0.31
Building	\$ 304,700.00	\$ 50,173.44	0.16
Service Department	\$ 522,900.00	\$ 110,883.13	0.21
Rubbish Disposal	\$ 118,000.00	\$ 39,617.78	0.34
Council Clerk	\$ 57,902.00	\$ 12,012.63	0.21
Council	\$ 175,785.59	\$ 25,244.16	0.14
Mayor	\$ 262,350.00	\$ 43,869.54	0.17
Mayors Court	\$ 174,225.00	\$ 43,167.68	0.25
Finance	\$ 284,900.00	\$ 61,647.42	0.22
Legal Administration	\$ 148,700.00	\$ 36,183.49	0.24
Engineer	\$ 42,900.00	\$ 8,785.58	0.20
Pub/Lands and Building	\$ 86,300.00	\$ 32,834.94	0.38
Senior Van	\$ 66,600.00	\$ 9,501.32	0.14
Bedford Schools	\$ 85,000.00	\$ -	0.00
Summer Employment	\$ 2,400.00	\$ -	0.00
Board of Commissions	\$ 13,200.00	\$ 1,533.25	0.12
H/B Operational Contr.	\$ 1,643,663.93	\$ 595,550.00	0.36
Transfers Out	\$ 725,000.00	\$ 30,000.00	0.04
Total	\$ 9,497,784.39	\$ 2,142,488.96	0.23

Expense/Budget ratio report Month Ending March 2021

Desired expense ratio = 25%

Max Ratio Limit = .25/100%

Special Revenue Fund

Finance Committee Meeting 04-27-2021

<u>Revenue</u>	Projected Revenue	YTD Revenue 3/31/2021	Actual Budget/Revenue ratio
Senior Fund-208	\$ 124,500.00	\$ 10,000.00	0.08
Recreation Fund-204	280,500.00	\$ 20,320.00	0.07
SCMR	\$ 1,273,048.53	\$ 82,697.00	0.06

<u>Expenses</u>	100% Appropriations	YTD Expenses 3/31/2021	Budget/Expenses ratio
Senior Fund-208	\$ 128,899.01	\$ 16,249.82	0.13
Recreation Fund-204	\$ 278,870.00	\$ 21,837.37	0.08
SCMR	\$ 914,957.00	\$ 190,691.24	0.21

Finance Meeting

April 27, 2021

Topics for discussion

Police Radio Upgrade	96,427.95 (Quote)
Fire Radio Upgrade	78,332.49 (Quote)
Fire Air Pack Upgrade	102,928.00 (Quote)

Service Department Equipment Upgrade

Back Hoe, Front Loader, Leaf Vector Truck, Dump Truck, (Quotes being obtained)

John Deer Utility Vehicle four wheeler (Quotes being obtained)

THE VILLAGE OF OAKWOOD, OHIO

PAVEMENT CONDITION RATINGS - MARCH, 2021

Pavement Rating Scale

- VERY GOOD
- GOOD
- FAIR
- FAIR - POOR
- POOR

