

City of Rossford, Ohio

Finance and Insurance Committee

Monday, March 26, 2018

Attendees: Robert Ruse, Bob Densic, Karen Freeman (Larry Oberdorf –excused)

Meeting called to order at 5:37 p.m.

New Business:

1. Ordinance 2018-19: Budget Adjustment – Police Training
 - a. Two officers will be taking a 5-day drug and alcohol interdiction training course.
 - b. Funding (\$3,000) will be provided by the Law Enforcement and Education fund. This fund is established for this type of training and is funded with grants and fines.
 - c. Motion: Ruse, Second: Densic – All Aye
2. Ordinance 2018-19: Award for Urban Paving I & II
 - a. Two bids received. Shelly Company submitted the lowest, responsible bid at \$1,489,929.90. This is below the engineers estimate through Addendum #4.
 - b. This is an 80/20 funded project by ODOT for base scope.
 - c. Additional scope such as sidewalk or curb replacement is 100% City costs.
 - d. ODOT share of project is \$932K +/-
 - e. REVSD has a small portion of this project as well along Superior in front of the HS/JH. Expense total to be verified.
 - f. Motion: Ruse, Second: Densic – All Aye
3. Resolution 2018-12: RFD application for SAFER Grant
 - a. This is a FEMA grant for Staffing for Adequate Fire & Emergency Response
 - b. Application is a joint effort of Rossford, Lake Township and Northwood Fire Departments
 - c. Grant Application is for \$11,000 to study staffing for these departments individually and collectively with a 4-year outlook.
 - d. Committee members questions total requested value and what could be studied for such a low amount. Members also questioned why Perrysburg Township was not included in this discussion or application. These questions would be asked at Council meeting following the committee meeting. The filing date was approaching and this needed passage.
 - e. Motion: Ruse, Second: Densic – All Aye
4. Reconciliations:
 - a. 2018 BAN Roadway Improvements – Urban Paving I & II
 - i. This \$2M bond will be funded from the 303 Capital Improvements fund which is a General Fund account.
 - ii. Bond purchasers “prepaid” interest premium of approximately 1%.
 - iii. Approximately \$110K of total expenses have been previously paid from General Fund and will reimburse general fund upon final execution of bonds.
 - iv. Committee reviewed the reimbursement of General Fund and the stated reduction in General Funds. Director Freeman will create a separate log sheet of General Fund reserves to accurately track the balance of the reserve fund in relation to the previous Council direction to reduce reserve funds to 6 months and fund road construction with the balance.

- b. Route 65 Roundabout and Lime City Bike Path
 - i. Actually spending as of 3/23/18 is \$221,262.24 including purchase of 1200 Dixie Hwy.
 - ii. Committee had similar discussion of reduction of reserve funds.
 - c. 2018 TIF Fund
 - i. \$3M bonding for Harmon Industrial Park roadways and improvements. Bonding revised to \$2M based on construction estimates.
 - ii. Approximately \$1.354M expenses to date.
5. Statement of Budget Analysis and Cash Summary by Fund (as of 3/23/18)
- a. Director Freeman presented a new reporting sheet listing total budget and cash summaries by fund.
 - b. Sheet shows end of pervious year cash balance, revised budget/estimated revenues, revised appropriations, estimated end of year balance, and an estimate # of Month revenue carryover.
 - c. The state budget commission advises funds from tax revenues should not carry over 1 year of reserves.
 - i. State Highway Improvement fund (202) estimates a 21+ months or carry over (\$60K). Committee recommends transferring \$50K to Urban Paving I&II project costs.
 - ii. Street Lighting Fund (201) estimates almost 12 months of carryover (\$237). Committee recommends transferring to LED street lighting upgrade costs.
 - iii. Law Enforcement and Education Fund (213) estimates a 42 month carryover (\$42K). Committee recommends transferring appropriate portions of School Resource Officer costs such as DARE programming.
 - iv. Permanent Recreation Improvement Fund (323) estimates am 18+ month carryover (\$112K) This levy is up for renewal in the next two years. Densic suggested the Asset Preservation estimating sheet he is working on could detail projects for funding that would prolong equipment and systems life.
6. Comprehensive Master Plan – O’Brien & Associates Quotation
- a. O’Brien & Associates team submitted a Draft Catalytic Development Plan Scope and fee proposal (\$496,489). This will be reviewed by the Economic Development Committee.
 - b. Committee members briefly discussed scope and fee and expressed concerns over lack of involvement of current landholders and developers, stated scope of work, and overall fee. Committee members would like to review scope in more detail.

Old Business:

- 1. Fire Department Staffing – tabled pending review and recommendations from Public Works committee.
- 2. Non-Bargaining Staff Pay – tabled pending report and recommendations from Administration

Next Meeting: April 23, 2018 @ 5:30

- 1. Marina Revenue and Expense Projections
- 2. Colony Paving Project

Meeting adjourned: 6:44 pm