

City of Rossford, Ohio

Finance and Insurance Committee

Monday, November 26, 2018

Attendees: Larry Oberdorf, Robert Ruse, Bob Densic, Ed Ciecka, Karen Freeman

Guests: Fire Chief Josh Drouard, Asst. Chief Ryan Stautzenbach, Rec. Dir. Toby Ledesma

Meeting called to order at 5:47 p.m.

New Business:

1. Ordinance 2018-67: 2019 Budget
 - a. This is the baseline “beginning budget”. Numbers are primarily based on previous year end results with some planning for known projects or spending requirements.
 - b. Committee will continue to review and Finance Department will adjust as the year progresses and more details come in.
 - c. Of specific note:
 - i. Pay Off Bond Anticipation note for Urban Paving I and II. This will increase unvoted debt capacity but lower cash reserves. Which direction to be discussed.
 - ii. Design services for new salt barn – Estimated at \$20,000
 - iii. LifePack replacements – lease to own. To be discussed later.
 - iv. Storm Water Fund will begin paying back +/- \$50K in advances from the General Fund.
 - v. Funds for recommended salary/benefits/staffing study.
 - vi. Roadway projects TBD
 - d. This can go three readings in Council.
 - e. Motion to recommend to Council: Densic. Second: Oberdorf. All Aye. Motion carries.
2. Ordinance 2018-66: Mannik and Smith Change Order for work at Harmon Business Park
 - a. Change Order is for approximately 25% of the original contract. It was noted the contractor had issues with billing records and proper tracking of materials.
 - b. Committee members believe MSG is due the change order but would recommend seeking recovery of additional funds from the contractor.
 - c. Motion to recommend to Council: Ruse. Second: Oberdorf. All Aye. Motion carries.
3. Resolution 2018-41: Recreation Center Grant
 - a. Grant is offered through Ohio Parks and Recreation Association. This is a private association working with PlayCare and GameTime, two private recreation equipment companies.
 - b. Grant covers up to 50% of equipment costs for projects exceeding \$60,000. Toby Ledesma selected a large piece of equipment that offers accessible play structures. Total costs is \$66,383 with the cities share at \$38,110
 - c. Motion to recommend to Council: Ruse. Second: Densic. All Aye. Motion carries.
4. Capital Improvements: Recreation Center Carpet
 - a. Three bids were received for replacement of carpeting at: Front Entrance, Main Corridor, Cardio Room.
 - b. All three bids noted different products with a wide variety of quality. Densic noted the low bid quoted product was of low quality and would not recommend for this project.

- c. Committee members suggested having all three bidders quote all three products. Densic suggested creating a list of recommended products for each application. Densic will forward recommendations to Mr. Ledesma for bidding.
- 5. Physio-Control: Lease Agreement
 - a. Agreement is for 2 LifePacks on a Lease To Own contract. Contract is through a State Purchasing. Can be purchased outright. Lease to Own equates to 4% interest over 3 years. Manufacturer is same as other equipment within the Department.
 - b. Old equipment was discontinued in 2008. Parts and services no longer available.
 - c. Motion to recommend to Council: Oberdorf. Second: Densic. All Aye. Motion carries.
- 6. 2019 Meeting Schedule
 - a. Members agreed to keep meetings preceding the second Council meeting of the month at 5:45. Calendar to be sent to members.

Old Business:

- 1. Ordinance 2018-68: 2018 Year End Budget
 - a. Committee members reviewed adjustments to year end budget statement.
 - b. Requested Finance to add a column showing Budget to Actual Year End.

Other Business:

- 1. Rec Center.
 - a. Densic would like to walk the facility with Director Ledesma to discuss possible capital projects that may lower operating costs.
 - b. Rec Center Levy is up in 2019. Members to consider levy renewal or replacement or other pending discussions with Rec Committee.
- 2. Fire Department
 - a. Engine 30 has a cracked frame. This was discovered during Preventative Maintenance. Initial reviews are it could be repaired for approximately \$20-30K. A further inspection by a certified repair technician will determine full extent of damage and possible repairs.
 - b. Fire Department Levy is up in 2019. Members to consider levy renewal or replacement or other pending discussions with Public Safety Committee.

Work In Progress:

- 1. Facilities Maintenance and Capital Improvement Planning (Densic)

Next Meeting: January, 2019

Meeting adjourned: 6:47 pm