

## City of Rossford Ohio Finance and Insurance Committee

Meeting Minutes: May 24, 2021 @ 5:45 pm

Attendees: Robert Ruse, Larry Oberdorf, Bob Densic, Allyson Murray

### Agenda:

1. Review of Credit Card Invoices
  - a. Credit card statements not available. Will be emailed to committee members later.
2. Month end Summary: April
  - a. Month end report not available.
  - b. Committee reviewed "Statement of Revenue and Expenditures" as of April 30, 2021
  - c. The General Fund reserve was at 9.4 months prior to the expenditures approved at the previous council meeting. These will reduce the reserve amount.
3. Ordinance: Bond Issuance Budget Adjustment
  - a. This will adjust budget based on payment of BAN's and issuance of bonds.
  - b. Bond ratings are due June 2-3. Bond sale set for June 8. Finalize bonds by June 18
  - c. Recommend approval to City Council prior to bond sale.
4. Ordinance: Estimate of 2022 Revenues
  - a. No current information available.
  - b. This needs to be update and approved. Submit to County Auditors by July 20<sup>th</sup>.
5. Ordinance: Street Light Assessment
  - a. Current assessment total at \$210K.
  - b. Remaining balance does not include Toledo Edison LED Conversion – Phase II
  - c. Public Works to review and provide direction.
6. Cost Estimates: Recent Items passed by City Council.
  - a. Additional Patrol Officer
    - i. Based on average patrol officer rate: \$72-75K for the remainder of the year.
    - ii. Current overtime costs are \$130K for 2021 to date. The additional officer should help reduce overtime costs.
  - b. 24/7 Fire/Rescue coverage
    - i. Based on blended rate of 2 staff members plus additional costs = \$78K
    - ii. The administration is looking at the possibility of offering a limited benefit package for those who work over 29 hours per week.
    - iii. Committee recommended budgeting \$100K for the balance of the year.
  - c. Annex Building
    - i. Current costs to date presented.
      1. Construction costs (\$270K) did not include a contingency. Densic recommended adding a 10% contingency based on rapidly increasing material costs and material shortages.
      2. Other costs such as data/voice antenna system
      3. Estimated remaining costs +/- \$300K
    - ii. Funding sources
      1. \$100K originally budgeted for annex building renovation.
      2. \$100K for replacing the salt barn. Densic asked about contingency plans should the salt barn structure suffer a catastrophic failure.

Administrator Murray stated a backup plan has been worked out with ODOT at their Northwood facility.

3. \$150K budgeted for road repairs. Current spend is \$46K for Wales Road work leaving a +/- \$100K remaining balance. Hawthorne resurfacing following NWWSD work later this year to come. Funding TBD
4. Balance of funds.... +/- \$300K

7. CARES Act / American Recovery Plan

- a. CARES Act dollars are nearly all encumbered and spent.
- b. Councilmen Ruse and Densic noted the high restrictions on eligible projects for the new ARP Act. Infrastructure has different definitions than past and is tied to economically disadvantaged areas.
- c. Councilman Densic noted the stringent reporting and filing requirements are still being finalized but they may require additional staff or other resources depending on final regulations and amount spent.
- d. Distributions to cities under 50,000 population will be through the state based on a formula not yet finalized. This will need to be processed through a state appropriation bill prior to any distribution. Possible distributions in late June or July at the earliest.
- e. Committee will continue to evaluate for recommendations to City Council.

Meeting adjourned at 6:25 pm.

Next meeting: June 28, 2021