

City of Rossford, Ohio

Finance and Insurance Committee

Monday, October 22, 2018

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

Meeting called to order at 5:50 p.m.

New Business:

1. Rossford Conventions and Visitors Bureau Contract
 - a. Reviewed draft contract containing the following revisions:
 - i. Mayor suggested change to 1-year term with 2nd year option
 - ii. Retroactive back to October 1, 2018
 - b. Committee suggested changes:
 - i. Revise "Reports: Article 5" add to requirement for CVB on record keeping "CVB to provide yearly report to the City"
 - c. Motion by Oberdorf to recommend to Council as revised and with suggested changes. Second by Ruse. All Aye. Motion carried.
2. Toledo Edison Quotation for Street Lights
 - a. Quote is to replace 491 lights at \$344/light for a total of \$168,904. Lights are charged at a calculated (not metered) rate. Estimated 6-1/2 year payback for the total project.
 - b. This is approximately 53% of all street lights within the City limits. Focus is on residential neighborhoods north of Buck Road.
 - c. Project will be funded from current Street Light Fund which has a strong carryover. This project will immediately begin saving energy costs which should lower utility costs. This in turn should begin to re-establish the carryover balance which could fund another phase of light replacements. We will reexamine fund balance in Spring 2019
 - d. Motion by Oberdorf to recommend to Council. Second by Ruse. All Aye. Motion carried.
3. 2018 Year End Budget
 - a. Reviewed individual fund status and notes:
 - i. 201 Street Lighting will show a strong expenses due to projected approval of the LED street lighting project.
 - ii. 240 Recreation Center shows a General Fund transfer of \$239,000. Councilman Densic requested historic data of revenues and expenses for the Rec.
 - iii. 275 TIF Urban Redevelopment shows over \$200K of expenses. This covers the 2018 work of the O'Brien team on the Planning and Demographics effort.
 - iv. 303 Capital Improvements will indicate over \$2M in expenses. This covers payments for the Harmon Crossroads road project and the Urban Paving I&II projects.
 - v. 371 TIEF Crossroads 2017 shows \$488K of transfers from the 370 TIEF Crossroads 2000 fund. This covers initial and setup costs to create the new TIF.
 - vi. 401 Debt Service will show over \$1M transferred in from the Urban Paving project from ODOT.
 - vii. 697 Storm Water Fund has new revenue of \$76K in addition to a \$35.5K carryover. This does not cover the expenses from the Urban Paving project and

work at Vineyard and Groce. \$155K has been transferred from the General Fund to cover costs.

- b. Overall projections:
 - i. Income tax receipts to remain flat
 - ii. Past year tax receipts were up slightly, mostly due to advanced audits.
 - iii. School District moving out to Owen's will impact income tax. Some portion or all of these funds would be offset by the contractors who work onsite for more than 20 days.
 - iv. Storm Water revenue projections – full revenue for 2019. Letters explaining process going out to all account holders by November 1, with a focus on the top 100 land owners by size. The city will discuss other methods of storm water management these properties may have currently in place. The Ordinance allows discounts of up to 50% depending on methods implemented.

4. 2019 Draft Budget

- a. First draft presented. Will look at 5-year averages.
- b. Projections indicate a temporary drop in reserves to just below 5 months. Next year the reserves should return.
- c. Not projecting any additional borrowing beyond what has been previously authorized.
 - i. Committee discussed other potential projects:
 - 1. Vineyard and Groce
 - 2. Fire Department Facilities and Equipment
 - 3. Colony Road (Hillside to Eagle Point)
 - 4. The Colony roads and storm water
 - 5. Public Works salt barn and new PW office and barn
 - 6. Lime City Road improvements.
- d. Committee members discussed creating "Set aside" funds for Preventative Maintenance measures for facilities and/or equipment within the different divisions. This could be treated as Reserve Funds and would be subject to state limitations.

Old Business:

- 1. Administrative Staff Salary and Benefits Study
 - a. Work will continue pending Council's decision on Administrative Pay Ordinance.

Work In Progress:

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

Next Meeting: November 26, 2018 @ 5:45 pm

Meeting adjourned: 6:47 pm