

City of Rossford, Ohio

Finance and Insurance Committee

Monday, November 23, 2020

Attendees: Bob Densic, Gina Schell, Allyson Murray, Neil MacKinnon. Note: No quorum present.

Guest: Beth Genson – Rossford Convention and Visitors Bureau

Wednesday, November 25, 2020

Attendees: Robert Ruse, Bob Densic, Gina Schell, Allyson Murray

Meeting called to order at 2:00 p.m.

New Business:

1. Review of October Credit Card Invoices:
 - a. No questions or concerns. Motion by Densic to approve. Second by Ruse. All aye.
2. October 2020 Sash Statement Summary
 - a. General Fund month to date is 1% behind 2019.
 - b. Income tax receipts are 7.7% above 2019 levels.
 - c. Expenditures are 5.4% above 2019. This is primarily administrative salaries and new solid waste contract.
3. Amended 2020 Budget Ordinance
 - a. Will be submitted to council. Recommend waiting until December meetings for approval to allow more time to adjust for any late items coming in.
4. Proposed 2021 Budget Ordinance
 - a. Will be submitted to council. Recommend discussing included and excluded items. To be adjusted as or if needed for final approval at December council meetings.
 - b. Densic noted request to include \$25K for a Pavement Maintenance Program as recommended by Public Works.
5. Long Term Financial Planning and Long Term Debt Limitation Policy
 - a. Revised language on long-term debt includes requirement for council to approve by 1 3/5ths majority any drop below a 3 month general fund reserve for a period not to exceed 3 months.
 - b. Motion by Ruse, Second by Densic to recommend to council. All aye.
 - c. Gina will verify if this is to be an ordinance or resolution and if each item needs to be separated.
6. CARES Act Expenditures
 - a. Rossford Convention and Visitors Bureau
 - i. The regional auditor noted all federal guidelines must apply to CARES funds directed to CVB. Planned expenses cannot be included. Direct COVID costs or future marketing can be included.
 - ii. Beth Genson noted the RCVB expenses on this are fairly limited (+/- \$2,500.) They could look at future marketing but with the expenditure deadline this would be extremely limited. They also do not have the general funds available to support the operational aspects of any events at this time. Beth noted predictions for 2021 are 60% of regular hotel/motel activities.
 - iii. Allyson and Gina will continue to look at City of Rossford billed expenses directly related to COVID costs on RCVB events. These would be eligible for

CARES funding. These billed charges could be refunded to RCVB if the CARES funds cover.

- iv. Robert Ruse asked to look at directing funds from the potential future sale of the third ambulance to the RCVB. This would depend on the initial funding source and direction from council.
- b. CARES Returned funds
 - i. We returned \$18K to the Wood County Auditor out of \$830K that was not encumbered.
 - 1. Special note, the ambulance and portable signage trailers may not be received by December 30th.
 - 2. The Ohio OMB has stated all unspent funds must be returned by February 1, 2021.

Meetings adjourned at 2:35 pm

Next meeting December 21, 2020 at 5:45 pm