

FINANCE COMMITTEE MINUTES
MARCH 21, 2017

The Finance Committee meeting was held on March 21, 2017 at North Royalton City Hall, 14600 State Road. The meeting was called to order at 6:30 p.m.

PRESENT: **Committee Members:** Chairman Larry Antoskiewicz, Vice Chair Gary Petrusky, Paul Marnecheck; **Council:** John Nickell, Cheryl Hannan, Dan Kasaris; **Administration:** Mayor Robert Stefanik, Law Director Thomas Kelly, Finance Director Eric Dean, Fire Chief Robert Chegan; **Other:** Lou Krzepina.

APPROVAL OF MINUTES

Moved by Mr. Petrusky, seconded by Mr. Marnecheck to **approve the February 21, 2017 Finance Committee minutes.** Yeas: 3. Nays: 0. **Motion carried.**

UNFINISHED BUSINESS

1. Monthly Finance report including tax collections status

Mr. Dean reviewed this report, a copy of which are attached to these minutes. He said as discussed in the past, the reason we are down YTD is a timing issue and we look forward to the next two months to make this up. Mr. Kasaris asked about the Cash on Deposit document. Mr. Dean explained that this is our cash in the bank and shows where the money is. Mr. Kasaris asked how much of this money do we actually spend. Mr. Dean said on a day to day basis including payroll we go through around \$2-\$3 million for operating but our Operating Fund has about \$5-\$7 million. It goes up and down when we get property tax in. Mr. Kasaris asked about the investment money. Mr. Dean said that we have an investment policy that we follow. This money is invested basically in FDIC insured CD's. He said we cannot go longer than 3 years on these CD's. We also have some federally backed agencies that are all basically close to the US Treasury rate. Mr. Kasaris said so we have \$7.5 million invested. He asked if this money is included in our budget. Mr. Dean said yes. Mr. Kasaris asked how it is included. Mr. Dean said that it is basically the fund balance. When you look at the fund balance, the carry over of what money is left at the end of the day, this is where it is broken down. There are two sides to it; where we account for it and where it is put in the bank. Everything is assigned to a fund and this money will correspond to the fund cash statement which breaks it down by general fund, street construction, etc. This total is what is in the bank. Mr. Kasaris asked of the \$7.5 million that we have invested, how much will be spent this year. Mr. Dean said that this will probably stay the same. This money is all going to stay invested. We don't draw this up and down. This is basically money that we have set aside in all funds and it draws interest. All this interest goes back in to the funds as revenue. Mr. Kasaris asked if this is a rainy day account. Mr. Dean said that he wouldn't say that. It's basically money that we are not going to use day to day that we are investing.

2. Overtime

Mr. Dean reviewed this report, a copy of which are attached to these minutes.

NEW BUSINESS

None.

ADJOURNMENT

Moved by Mr. Petrusky, seconded by Mr. Marnecheck to **adjourn the Finance Committee meeting.** Yeas: 3. Nays: 0. **Motion carried. Finance Committee meeting adjourned at 6:35 p.m.**

City of North Royalton
City Income Tax Collections
3/14/2017

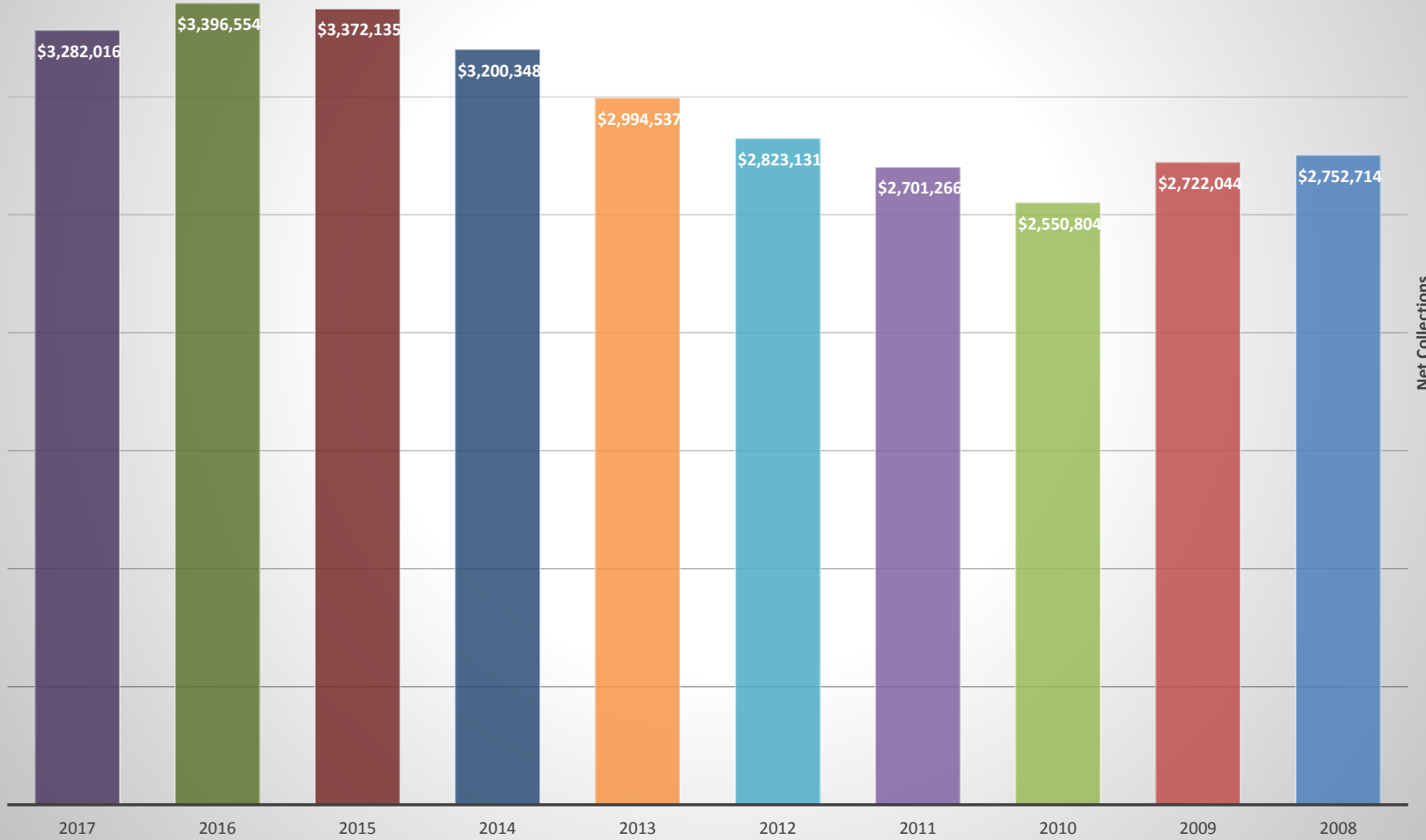
CURRENT MONTHLY RECEIPTS	Net Receipts
received in collections for the month of February-2017 / March-2017	\$ 819,362.19

YEAR TO DATE RECEIPTS	Net Receipts
Fiscal Year 2017	\$ 3,282,015.73
Fiscal Year 2016	\$ 3,396,554.40
Increase (Decrease)	\$ (114,538.67)

COLLECTION DETAIL

	This Year	Prior Year	Difference	%
	March-2017	March-2016		
WITHHOLDING	\$ 499,767.77	\$ 509,834.95	\$ (10,067.18)	-1.97%
INDIVIDUAL TAXES	\$ 316,976.27	\$ 513,321.80	\$ (196,345.53)	-38%
NET PROFIT TAXES	\$ 31,582.61	\$ 30,341.06	\$ 1,241.55	4%
TOTAL GROSS RECEIPTS	\$ 848,326.65	\$ 1,053,497.81	\$ (205,171.16)	-19%
3% withholding for collection fees	(25,449.80)	(31,604.93)	6,155.13	-19%
legal fees/court costs	(3,514.66)	(2,959.26)	(555.40)	19%
TOTAL LEGAL FEES AND COLLECTION COSTS	(28,964.46)	(34,564.19)	5,599.73	-16%
TOTAL NET RECEIPTS	819,362.19	1,018,933.62	(199,571.43)	-20%

Year to Date Income Tax



**CITY OF NORTH ROYALTON
Income Tax Receipts Summary**

Month Received	#101 - General Fund			#207 Police Facility	#211 SCMR Fund		#219 Office on Aging	#213 - Income Tax	#443 - Storm Water	Refunds	Overhead & Legal Fees	Net Receipts
	Original Tax	Additional Tax	#101 - General		Additional Tax	#211 - SCMR						
January	\$ 913,255.01	\$ 167,494.28	\$ 1,080,749.29	\$ 16,666.67	\$ 167,494.28	\$ 167,494.28	\$ 14,583.33	\$ 56,982.26	\$ 83,747.14	\$ (6,377.22)	\$ (45,405.77)	\$ 1,368,439.98
February	613,248.70	181,032.16	794,280.86	16,666.67	181,032.16	181,032.16	14,583.33	38,497.99	90,516.08	(3,852.86)	(37,510.67)	1,094,213.56
March	494,526.68	120,268.36	614,795.04	16,666.67	120,268.36	120,268.36	14,583.33	31,121.48	60,134.18	(9,242.41)	(28,964.46)	819,362.19
April	-	-	-	-	-	-	-	-	-	-	-	-
May	-	-	-	-	-	-	-	-	-	-	-	-
June	-	-	-	-	-	-	-	-	-	-	-	-
July	-	-	-	-	-	-	-	-	-	-	-	-
August	-	-	-	-	-	-	-	-	-	-	-	-
September	-	-	-	-	-	-	-	-	-	-	-	-
October	-	-	-	-	-	-	-	-	-	-	-	-
November	-	-	-	-	-	-	-	-	-	-	-	-
December	-	-	-	-	-	-	-	-	-	-	-	-
Total	\$ 2,021,030.39	\$ 468,794.80	\$ 2,489,825.19	\$ 50,000.01	\$ 468,794.80	\$ 468,794.80	\$ 43,749.99	\$ 126,601.73	\$ 234,397.40	\$ (19,472.49)	\$ (111,880.90)	\$ 3,282,015.73
Original Fiscal Budget			\$ 11,405,000.00	\$ 200,000.00	\$ 2,000,000.00	\$ 175,000.00	\$ 720,000.00	\$ 650,000.00	\$ (300,000.00)	\$ (450,000.00)	\$ 14,400,000.00	
			22%	25%	23%	25%	18%	36%	6%	25%	23%	

NOTES: Shaded columns reflect the additional tax.

Month Received	#101 - General Fund			#207 Police Facility	#211 SCMR Fund		#219 Office on Aging	#213 - Income Tax	#443 - Storm Water	Refunds	Overhead & Legal Fees	Net Receipts
	Original Tax	Additional Tax	#101 - General		Additional Tax	#211 - SCMR						
January	\$ 687,657.65	\$ 152,378.14	\$ 840,035.79	\$ 16,666.67	\$ 152,378.14	\$ 152,378.14	\$ 14,583.33	\$ 42,907.02	\$ 76,189.07	\$ (10,779.75)	\$ (35,917.84)	\$ 1,096,062.43
February	810,749.12	176,274.28	987,023.40	16,666.67	176,274.28	176,274.28	14,583.33	50,452.36	88,137.14	(11,193.15)	(40,385.69)	1,281,558.34
March	654,861.33	136,232.02	791,093.35	16,666.67	136,232.02	136,232.02	14,583.33	40,701.21	68,116.01	(13,894.77)	(34,564.19)	1,018,933.63
April	789,937.21	167,169.20	957,106.41	16,666.67	167,169.20	167,169.20	14,583.33	47,769.13	83,584.60	(33,025.34)	(39,778.76)	1,214,075.24
May	1,298,312.42	196,327.76	1,494,640.18	16,666.67	196,327.76	196,327.76	14,583.33	78,491.61	98,163.88	(43,108.70)	(56,751.76)	1,799,012.97
June	967,541.94	169,020.08	1,136,562.02	16,666.67	169,020.08	169,020.08	14,583.33	56,805.65	84,510.04	(63,355.28)	(45,481.48)	1,369,311.03
July	752,312.62	297,720.93	1,050,033.55	16,666.67	297,720.93	297,720.93	14,583.33	44,980.72	148,860.47	(28,093.26)	(50,771.35)	1,493,981.06
August	716,967.13	158,135.01	875,102.14	16,666.67	158,135.01	158,135.01	14,583.33	43,817.30	79,067.50	(25,235.71)	(36,510.42)	1,125,625.82
September	685,389.31	219,089.77	904,479.08	16,666.67	146,059.84	146,059.84	14,583.33	42,619.05	-	(14,076.58)	(34,864.21)	1,075,467.18
October	815,294.39	156,765.47	972,059.86	16,666.67	211,995.60	211,995.60	14,583.33	51,128.56	-	(3,737.33)	(41,792.91)	1,220,903.78
November	615,043.19	202,695.42	817,738.61	16,666.67	210,522.39	210,522.39	14,583.33	38,363.65	-	(11,470.16)	(33,792.53)	1,052,611.96
December	528,699.07	311,769.28	840,468.35	16,666.67	-	-	14,583.33	33,143.14	-	(12,507.19)	(28,199.38)	864,154.92
Total	\$ 9,322,765.38	\$ 2,343,577.36	\$ 11,666,342.74	\$ 200,000.04	\$ 2,021,835.25	\$ 2,021,835.25	\$ 174,999.96	\$ 571,179.40	\$ 726,628.71	\$ (270,477.22)	\$ (478,810.52)	\$ 14,611,698.36
Original Fiscal Budget			\$ 11,475,000.00	\$ 200,000.00	\$ 1,840,000.00	\$ 175,000.00	\$ 700,000.00	\$ 630,000.00	\$ (300,000.00)	\$ (450,000.00)	\$ 14,270,000.00	
			102%	100%	110%	100%	82%	115%	90%	106%	102%	

NOTES: Shaded columns reflect the additional tax.

Month-to-Date Revenues as Percentage of Total Annual Budget

17%

CITY OF NORTH ROYALTON
Summary of Overtime Budgets
2017 Fiscal Year

As of 3/4/2017

Fund	Department	2017 Budget	2017 Actual
General Fund	Police Department	\$ 150,000	\$ 50,766
General Fund	Animal Control	2,000	210
General Fund	Fire Department	5,000	930
General Fund	Dispatch	6,500	430
General Fund	Cemetery	-	-
General Fund	Parks & Recreation	15,000	-
General Fund	Building Department	1,000	321
General Fund	Mayor's Office	2,000	614
General Fund	Finance Department	2,000	326
General Fund	Engineering	100	-
General Fund	Legislative Activity	1,000	36
General Fund	Mayor's Court	5,000	262
Police Facility Operating	Jail	23,000	4,974
EMS Fund	Fire Department	400,000	43,453
SCMR	Storms Sewer and Drainage	10,000	1,344
SCMR	Streets	20,000	3,670
SCMR	Snow removal	35,000	2,728
Office on Aging	Senior Assistance	2,000	991
Community Diversion	Police Department	5,000	-
Waste Water	Treatment	85,000	6,025
Waste Water	Maintenance	35,000	3,504
		\$ 804,600	\$ 120,583

15%

Current Date Represents This Percentage of the Year

19%

CITY OF NORTH ROYALTON
Tuesday, February 28, 2017

CASH ON DEPOSIT

Institution	Account Description	Reconciled Balance
Fifth Third Bank	Operating	\$ 7,439,521.30
Fifth Third Bank	Payroll	\$ 147,893.09
Cash on Hand	Petty Cash	\$ 5,050.00
Total Operating Cash		\$ 7,592,464.39
Fifth Third Bank	Investment account	\$ 5,750,000.00
Star Ohio	Investment account	\$ 1,764,201.09
Total Investments		\$ 7,514,201.09
Total Cash and Investements		\$ 15,106,665.48

