

**FINANCE COMMITTEE MINUTES
JULY 21, 2015**

The Finance Committee meeting was held on July 21, 2015 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: Dan Langshaw, Steve Muller; Administration: Mayor Robert Stefanik, Finance Director Eric Dean; Other: Lou Krzepina, Duncan Kelbley, David Duane.

APPROVAL OF MINUTES

Moved by Mr. Petrusky, seconded by Mr. Marnecheck to **approve the June 16, 2015 Finance Committee minutes.** Yeas: 3. Nays: 0. **Motion carried.**

UNFINISHED BUSINESS

1. Monthly Finance report including tax collections status

Mr. Dean reviewed the Cash Position Report and the Income Tax Collection Report, copies of which are attached to these minutes.

2. Overtime

Mr. Dean reviewed the Overtime Report, a copy of which is attached to these minutes. Mr. Muller asked for an explanation of the Streets overtime. Mr. Dean said this category is high due to storm work and preparation. He said last year we spent \$47,134 in overtime and we only budgeted \$20,000 for this year. He said that this is something we should monitor. Mr. Antoskiewicz asked if some of this overtime is due to the storm and will we be reimbursed or has that already been taken out. Mr. Dean said no it has not been taken out. He said that a lot of the overtime is from last year's projects. He said that we will be reimbursed for about \$2,000 from the state for overtime.

3. North Royalton Cemetery Fees

No update.

NEW BUSINESS

1. Pavement Rehabilitation – Karvo Paving Co.

Mr. Antoskiewicz asked Mr. Dean to review this since the bids came in a little higher than what we had originally budgeted for. Mr. Dean said that we appropriated the money for this project but we are now looking at using some of the excess funds from the income tax and also looking at some of the reserve we had to do these road projects. He said even with the slight overage, it is pretty close to what we were looking at originally. Moved by Mr. Marnecheck, seconded by Mr. Petrusky to **recommend approval to Council.** Yeas: 3. Nays: 0. **Motion carried.**

ADJOURNMENT

Moved by Mr. Marnecheck, seconded by Mr. Petrusky to **adjourn the July 21, 2015 meeting.** Yeas: 3. Nays: 0. **Motion carried.**

Meeting adjourned at 6:36 p.m.

**CITY OF NORTH ROYALTON
Summary of Overtime Budgets
2015 Fiscal Year**

Fund	Department	2014 Actual	As of June 30th, 2015		
			Budget Amount	Year to Date	Percentage Used
General Fund	Police Department	\$ 131,648.03	\$ 145,000	\$ 57,525	40%
General Fund	Animal Control	2,411	2,000	220	11%
General Fund	Fire Department	7,797	5,000	824	16%
General Fund	Dispatch	15,060	2,500	497	20%
General Fund	Parks & Recreation	8,669	7,000	2,829	40%
General Fund	Building Department	765	1,000	-	0%
General Fund	Mayor's Office	1,894	2,000	975	49%
General Fund	Finance Department	3,026	2,000	1,074	54%
General Fund	Engineering	354	100	-	0%
General Fund	Legislative Activity	268	1,000	188	19%
General Fund	Mayor's Court	5,313	5,000	1,236	25%
Police Facility Operating	Jail	22,740	20,000	10,112	51%
EMS Fund	Fire Department	435,648	408,000	201,271	49%
SCMR	Storms Sewer and Drainage	19,118	10,000	9,197	92%
SCMR	Streets	47,134	20,000	23,528	118%
SCMR	Snow removal	13,624	35,000	5,459	16%
Office on Aging	Senior Assistance	2,740	1,500	1,080	72%
Community Diversion	Police Department	1,373	5,000	-	0%
Waste Water	Treatment	67,918	65,000	30,045	46%
Waste Water	Maintenance	24,769	30,000	17,612	59%
		\$ 812,716	\$ 767,100	\$ 363,673	47.4%

Current Date Represents This Percentage of the Year

50%

**NORTH ROYALTON
CASH POSITION REPORT
1/01/2015 to 6/30/2015**

7/21/2015
1:23:03PM
Page 1 of 2

All Funds		Beginning Cash Balance 1/01/2015	MTD 6/01/2015 - 6/30/2015 Receipts	MTD 6/01/2015 - 6/30/2015 Expense	1/01/2015 thru 6/30/2015 2015 Receipts	1/01/2015 thru 6/30/2015 2015 Expense	Cash Balance w/o Encumb	Thru 6/30/2015 Encumbrances	Ending Balance
101	General Fund	1,534,052.18	1,009,971.82	1,433,427.66	7,263,309.34	7,280,168.87	1,517,192.65	1,039,993.16	477,199.49
203	DARE Fund	-	0.00	0.00	-	-	0.00	-	0.00
205	Enforcement & Education Fund	39,027.00	100.00	409.50	4,403.86	917.80	42,513.06	2,263.34	40,249.72
206	Drug Law Enforcement Fund	224.66	0.00	0.00	-	-	224.66	-	224.66
207	Police Facility Operating Fund	27,056.61	76,679.27	73,339.75	454,071.81	450,128.30	31,000.12	19,903.61	11,096.51
208	Law Enforcement Fund	8,762.43	0.00	0.00	400.00	-	9,162.43	-	9,162.43
209	EMS Levy Fund	5,633.22	250,400.00	290,490.66	1,318,660.49	1,324,257.83	35.88	3,867.60	-3,831.72
210	Motor Vehicle License Tax Fund	75,086.66	21,176.25	0.00	117,189.71	-	192,276.37	-	192,276.37
211	SCMR Fund	441,821.18	272,824.85	250,578.13	2,716,614.91	2,996,553.21	161,882.88	224,297.92	-62,415.04
212	State Highway Fund	69,786.79	8,910.03	399.30	52,839.66	57,960.50	64,665.95	9,898.50	54,767.45
213	City Income Tax Fund	120,497.53	86,766.20	34,707.84	305,057.64	232,510.73	193,044.44	-	193,044.44
215	Police Levy Fund	174,704.97	0.00	274,643.00	711,520.23	579,424.93	306,800.27	53,198.68	253,601.59
216	Fire Levy Fund	160,192.66	0.00	0.00	505,530.02	450,000.00	215,722.68	-	215,722.68
217	Recycling Grant Fund	5,596.99	0.00	0.00	-	350.00	5,246.99	-	5,246.99
218	FEMA Fund	8,917.00	0.00	0.00	-	-	8,917.00	-	8,917.00
219	Office on Aging Fund	4,828.11	14,771.40	17,616.69	87,705.49	101,589.56	-9,055.96	1,385.29	-10,441.25
221	NOPEC Grant Fund	-	0.00	0.00	-	-	0.00	-	0.00
236	Court Computer Services Fund	97,301.82	0.00	291.00	-	2,337.00	94,964.82	240.00	94,724.82
237	Community Diversion Fund	54,334.85	450.00	60.00	3,199.00	462.58	57,071.27	420.00	56,651.27
238	Cemetery Maintenance Fund	12,025.80	1,085.00	0.00	3,285.00	-	15,310.80	-	15,310.80
239	Enterprise Zone Fund	14,496.12	0.00	0.00	1,000.00	500.00	14,996.12	-	14,996.12
249	YMCA Spcial Revenue Fund	251,356.73	36,820.17	4,895.00	281,501.81	4,895.00	527,963.54	-	527,963.54
260	Accrued Balances Fund	682,601.70	0.00	0.00	63,492.14	-	746,093.84	-	746,093.84
261	Police Pension Fund	9,547.40	100,908.66	141,795.32	382,896.97	355,314.23	37,130.14	-	37,130.14
262	Fire Pension Fund	427.20	90,908.66	158,706.54	372,897.14	382,673.59	-9,349.25	-	-9,349.25
321	General Bond Retirement Fund	867,440.47	4,846.15	127,283.41	370,515.34	492,074.85	745,880.96	-	745,880.96
341	Special Assess Bond Rtmt Fund	543,060.46	0.00	1,558.97	89,495.78	22,378.29	610,177.95	-	610,177.95
414	Industrial Park Fund	-	0.00	0.00	-	-	0.00	-	0.00
430	Service Capital Fund	-	0.00	0.00	38,095.29	-	38,095.29	-	38,095.29
431	Rec Capital Improvement Fund	125,250.40	400.00	26,815.00	5,564.18	27,437.06	103,377.52	5,087.90	98,289.62
432	Future Capital Improvem't Fund	2,794,575.41	1,219.36	200,905.98	3,560,452.32	3,814,944.07	2,540,083.66	43,611.03	2,496,472.63
433	Storm Sewer & Drainage Fund	2,389,326.71	81,926.71	41,755.00	490,154.45	1,232,335.63	1,647,145.53	385,805.65	1,261,339.88
434	Fire Capital Improvement Fund	1,085,077.98	36,154.42	1,852.16	230,392.42	32,587.80	1,282,882.60	32,839.84	1,250,042.76
435	Route 82 Fund	348,469.31	0.00	0.00	-	-	348,469.31	-	348,469.31
442	Issue 1 - Bennet Road	151,064.27	0.00	0.00	241,000.00	373,895.66	18,168.61	28,356.28	-10,187.67
443	Edgerton Road Waterline Fund	36,450.54	0.00	0.00	298,363.91	312,807.22	22,007.23	-	22,007.23
444	Excessive Load Fund	34,365.00	100.00	0.00	892.00	-	35,257.00	-	35,257.00
445	Water Main Fund	22,940.44	500.00	0.00	2,750.00	-	25,690.44	56,200.00	-30,509.56
446	State & Wallings Intersection	-	0.00	0.00	-	-	0.00	-	0.00

**NORTH ROYALTON
CASH POSITION REPORT
1/01/2015 to 6/30/2015**

7/21/2015
1:23:03PM
Page 2 of 2

All Funds	Beginning Cash Balance 1/01/2015	MTD 6/01/2015 - 6/30/2015 Receipts	MTD 6/01/2015 - 6/30/2015 Expense	1/01/2015 thru 6/30/2015 2015 Receipts	1/01/2015 thru 6/30/2015 2015 Expense	Cash Balance w/o Encumb	Thru 6/30/2015 Encumbrances	Ending Balance
448 York Road Sewer Fund	46.52	0.00	0.00	-	-	46.52	-	46.52
449 YMCA Capital Improvement Fund	112,118.97	0.00	0.00	-	-	112,118.97	-	112,118.97
451 Issue 1 - Sprague Rd	(536,598.83)	0.00	678,301.45	252,566.00	960,858.88	-1,244,891.71	1,064,835.87	-2,309,727.58
551 Wastewater Treatment Fund	875,436.15	132,805.98	298,376.38	2,104,297.03	1,708,907.99	1,270,825.19	1,142,802.17	128,023.02
552 Wastewater Maintenance Fund	(340,544.57)	40,567.20	89,352.93	611,911.12	538,477.22	-267,110.67	163,693.15	-430,803.82
553 Wastewater Debt Service Fund	293,414.80	50,390.21	29,907.13	754,334.98	801,153.77	246,596.01	-	246,596.01
555 Wastewater Rep & Replace Fund	859,086.20	3,168.36	10,578.51	52,839.91	33,319.51	878,606.60	56,238.00	822,368.60
556 WW NR Conv Fund	-	0.00	0.00	-	-	0.00	-	0.00
557 WW NEORS D Conv Fund	-	0.00	0.00	-	-	0.00	-	0.00
763 Improvement Holding Fund	352,431.74	0.00	225.00	500.00	1,044.00	351,887.74	-	351,887.74
764 OBBS Fund	343.52	221.03	0.00	1,552.28	1,117.98	777.82	-	777.82
766 Bldg Construction Bond Fund	235,300.00	3,000.00	6,000.00	21,500.00	23,250.00	233,550.00	-	233,550.00
768 Office on Aging Trust Fund	11,723.67	0.00	0.00	1,889.00	335.00	13,277.67	-	13,277.67
769 Unclaimed Funds	7,600.90	0.00	0.00	-	-	7,600.90	-	7,600.90
Total All Funds	14,066,659.67	2,327,071.73	4,194,272.31	23,774,641.23	24,596,969.06	13,244,331.84	4,334,937.99	8,909,393.85

City of North Royalton
City Income Tax Collections
7/15/2015

Net Receipts

Current Income taxes collected by R.I.T.A. for the period of May, 2015
and distributed to the city in June, 2015 \$ 937,486.31

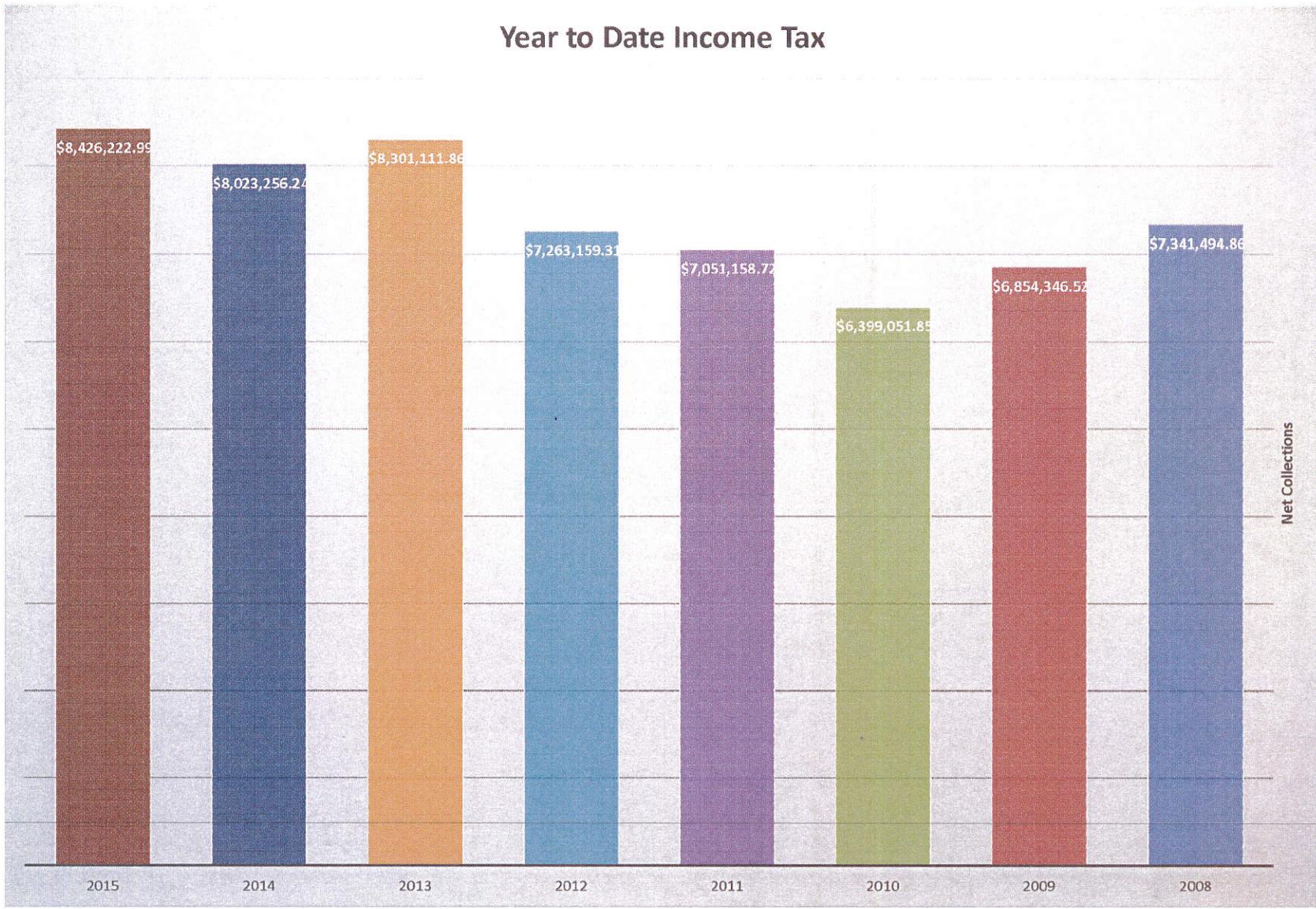
Current Year to date collection of
Income Tax distributed to City January 1, 2015 to June, 2015 \$ 8,426,222.99

Prior Year to date collection of
Income Tax Distributed to City January 1, 2014 to May, 2014 \$ 8,023,256.24

Increase (Decrease) in Income Tax collections for Current Fiscal Year \$ 402,966.75

Collection Detail by Type				
	Distributed July 2015	Distributed July 2014	Difference	% change
WITHHOLDING	\$ 498,424.09	\$ 495,587.17	\$ 2,836.92	0.57%
INDIVIDUAL TAXES	\$ 353,463.73	\$ 394,983.33	\$ (41,519.60)	-11%
NET PROFIT TAXES	\$ 115,615.04	\$ 98,869.95	\$ 16,745.09	17%
TOTAL GROSS RECEIPTS	<u>\$ 967,502.86</u>	<u>\$ 989,440.45</u>	<u>\$ (21,937.59)</u>	-2%
3% withholding for collection fees	(29,025.09)	(29,683.21)	658.13	-2%
legal fees/court costs	(991.46)	(987.87)	(3.59)	0%
TOTAL LEGAL FEES AND COLLECTION COSTS	<u>(30,016.55)</u>	<u>(30,671.08)</u>	654.54	-2%
TOTAL NET RECEIPTS	<u><u>937,486.31</u></u>	<u><u>958,769.37</u></u>	<u><u>(21,283.05)</u></u>	-2%

Year to Date Income Tax



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

Month Received	General Fund		General Fund	Police Facility	scmr		Office on Aging	Income Tax Fund	Storm Sewer Fund	Refunds	Overhead & Legal Fees	Net Receipts	Cumulative Receipts
	Original Tax	Additional Tax			Additional Tax	Additional Tax							
January	\$ 603,572.49	\$ 137,079.61	\$ 740,652.10	\$ 16,666.67	\$ 137,079.61	\$ 14,583.33	\$ 38,755.16	\$ 68,539.80	\$ 4,149.94	\$ (31,808.32)	\$ 988,618.29	\$ 988,618.29	
February	849,399.58	187,529.93	1,036,929.51	16,666.67	187,529.93	14,583.33	53,070.44	93,764.96	(6,836.90)	(42,375.74)	1,353,332.20	2,341,950.49	
March	668,551.57	133,895.58	802,447.15	16,666.67	133,895.58	14,583.33	41,726.75	66,947.79	(12,987.54)	(33,094.97)	1,030,184.76	3,372,135.25	
April	788,528.99	150,615.90	939,144.89	16,666.67	150,615.90	14,583.33	47,143.97	75,307.95	(21,866.64)	(59,323.56)	1,162,272.51	4,534,407.76	
May	1,290,484.67	198,227.92	1,488,712.59	16,666.67	198,227.92	14,583.33	80,229.55	99,113.96	(5,114.60)	(59,690.46)	1,832,728.96	6,367,136.72	
June	749,625.28	161,669.74	911,295.02	16,666.67	161,669.74	14,583.33	43,045.54	80,834.87	(71,167.07)	(35,328.14)	1,121,599.96	7,488,736.68	
July	534,717.06	166,288.51	701,005.57	16,666.67	166,288.51	14,583.33	31,305.90	83,144.26	(45,491.38)	(30,016.55)	937,486.31	8,426,222.99	
August	-	-	-	-	-	-	-	-	-	-	-	-	
September	-	-	-	-	-	-	-	-	-	-	-	-	
October	-	-	-	-	-	-	-	-	-	-	-	-	
November	-	-	-	-	-	-	-	-	-	-	-	-	
December	-	-	-	-	-	-	-	-	-	-	-	-	
Total	\$ 5,484,879.64	\$ 1,135,307.19	\$ 6,620,186.83	\$ 116,666.69	\$ 1,135,307.19	\$ 102,083.31	\$ 335,277.31	\$ 567,653.59	\$ (159,314.19)	\$ (291,637.74)	\$ 8,426,222.99	\$ 8,426,222.99	
Check Figure			FUND: 101	207		219	213	443			\$ 8,426,222.99		
Original Fiscal Budget			\$ 11,200,000.00	\$ 200,000.00		\$ 175,000.00	\$ 700,000.00	\$ 630,000.00	\$ (325,000.00)	\$ (450,000.00)	\$ 13,530,000.00		
			59%	58%		58%	48%	90%	49%	65%	62%		

NOTES: Shaded columns reflect the additional tax.
Italicized numbers reflect subtotals in a fund.

Month-to-Date Revenues as Percentage of Total Annual Budget
62%

Month Received	General Fund		General Fund	Police Facility	scmr		Office on Aging	Income Tax Fund	Storm Sewer Fund	Refunds	Overhead & Legal Fees	Net Receipts	Cumulative Receipts
	Original Tax	Additional Tax			Additional Tax	Additional Tax							
January	\$ 625,666.86	\$ 141,365.72	\$ 767,032.58	\$ 16,666.67	\$ 141,365.72	\$ 14,583.33	\$ 39,269.33	\$ 70,682.86	\$ (9,954.65)	\$ (31,742.74)	\$ 1,007,903.10	\$ 1,007,903.10	
February	749,638.42	152,236.13	901,874.55	16,666.67	152,236.13	14,583.33	47,120.66	76,118.07	(4,798.01)	(37,866.79)	1,165,934.61	2,173,837.71	
March	664,034.85	134,061.33	798,096.18	16,666.67	134,061.33	14,583.33	41,481.39	67,030.67	(13,162.98)	(32,246.73)	1,026,509.86	3,200,347.57	
April	694,580.02	144,130.63	838,710.65	16,666.67	144,130.63	14,583.33	40,203.43	72,065.31	(28,380.35)	(33,797.65)	1,064,182.02	4,264,529.59	
May	1,266,995.02	208,231.07	1,475,226.09	16,666.67	208,231.07	14,583.33	72,562.97	104,115.54	(47,047.84)	(57,188.93)	1,787,148.90	6,051,678.49	
June	704,339.60	135,258.19	839,597.79	16,666.67	135,258.19	14,583.33	37,346.13	67,629.10	(46,045.46)	(52,227.37)	1,012,808.38	7,064,486.87	
July	609,661.03	145,432.97	755,094.00	16,666.67	145,432.97	14,583.33	35,711.22	72,716.48	(50,764.22)	(30,671.08)	958,769.37	8,023,256.24	
August	1,078,147.01	180,596.98	1,258,743.99	16,666.67	180,596.98	14,583.33	65,768.84	90,298.49	(30,548.60)	(48,469.95)	1,547,639.75	9,570,895.99	
September	564,922.43	132,039.79	696,962.22	16,666.67	132,039.79	14,583.33	35,389.19	66,019.90	(12,850.82)	(28,891.01)	919,919.27	10,490,815.26	
October	438,378.88	273,553.18	711,932.06	16,666.67	273,553.18	14,583.33	26,838.60	-	(24,384.08)	(24,773.33)	789,251.55	11,280,066.81	
November	901,478.93	295,451.27	1,196,930.20	16,666.67	-	14,583.33	51,912.95	-	(11,033.73)	(41,791.08)	1,227,268.34	12,507,335.15	
December	840,506.13	154,395.17	994,901.30	16,666.67	-	14,583.33	49,663.89	-	(17,569.24)	(33,855.78)	1,024,390.17	13,531,725.32	
Total	\$ 9,138,349.18	\$ 2,096,752.43	\$ 11,235,101.61	\$ 200,000.04	\$ 1,441,741.11	\$ 174,999.96	\$ 543,268.60	\$ 686,676.42	\$ (296,539.98)	\$ (453,522.44)	\$ 13,531,725.32	\$ 13,531,725.32	
Check Figure			FUND: 101	207		219	213	443			\$ 13,531,725.32		
Original Fiscal Budget			\$ 11,350,000.00	\$ 200,000.00		\$ 200,000.00	\$ 700,000.00	\$ 630,000.00	\$ (400,000.00)	\$ (450,000.00)	\$ 13,630,000.00		

NOTES: Shaded columns reflect the additional tax.
Italicized numbers reflect subtotals in a fund.

Month-to-Date Revenues as Percentage of Total Annual Budget
59%