

**FINANCE COMMITTEE MINUTES
OCTOBER 16, 2018**

The Finance Committee meeting was held on October 16, 2018 at North Royalton City Hall, 14600 State Road. The meeting was called to order at 6:53 p.m.

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

APPROVAL OF MINUTES

Moved by Mr. Petrusky, seconded by Mr. Marnecheck to **approve the minutes for the September 18, 2018 Finance Committee meeting.** Yeas: 3. Nays: 0. **Motion carried.**

UNFINISHED BUSINESS

1. **Monthly Finance report including tax collections status**
Mr. Dean reviewed these reports, copies of which are attached to these minutes.

2. **Overtime**
Mr. Dean reviewed this report, a copy of which is attached to these minutes.

NEW BUSINESS

1. **18-109 – Supt. of Wastewater**
Mayor Stefanik explained that rather than having our code state that our Wastewater Superintendent must have a Class IV Operators License, we are going to go with what the state requires, which at this time is a Class III Operators License. Mr. Kelly said that we are conforming to state statute.

ADJOURNMENT

Moved by Mr. Petrusky, seconded by Mr. Marnecheck to **adjourn the October 16, 2018 Finance Committee meeting.** Yeas: 3. Nays: 0. **Motion carried.**

Meeting adjourned at 6:57 p.m.

From: [Eric Dean](#)
To: [Cheryl Hannan](#); [Dan Kasaris](#); [Dan Langshaw](#); [Gary Petrusky](#); [John Nickell](#); [Larry Antoskiewicz](#); [Paul Marnecheck](#)
Cc: [Robert Stefanik](#); [Dana Schroeder](#); [Laura Haller](#)
Subject: 10/16/18 Finance Committee Report
Date: Tuesday, October 16, 2018 2:23:39 PM
Attachments: [September 2018 Finance Report.pdf](#)

Please see the attached Finance Report for tonight's meeting. Here are the highlights:

Fund Balance

1. The city finished the month of September with \$18.69 million in Total Funds.

City Income Tax

2. Tax collections were down \$(180,366) for the period compared to last year's collection amount.
 - a. Specifically, Individual Income tax collection were down \$(223,566) over last year's collection amount.
 - b. Collections from individuals have varied throughout the year. Other months have seen an increase of up to 177k.
 - c. RITA member services believes that the timing of collection receipts may have led to the monthly decrease.
 - d. I added the collections from the State Department of Taxation that was not on previous reports which only showed RITA's receipts.
 - e. So far the State has collected \$57,572.60 in Net Profit Municipal taxes (which is included in the numbers above).
 - f. Overall Income Tax collections **have increased by \$88,066.36 over last year.**

Overtime

3. Overtime payments are at \$613,067 for the year. Currently, overtime amounts are 75% of the annual budget with 77% of the year completed (20 of 26 pays)

Please contact me if you have any questions.



Eric Dean

**Finance Director
City of North Royalton**

Ph. 440-582-6234

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City of North Royalton
Bank Reconciliation
September 30, 2018

Bank Balance

Bank Statements:

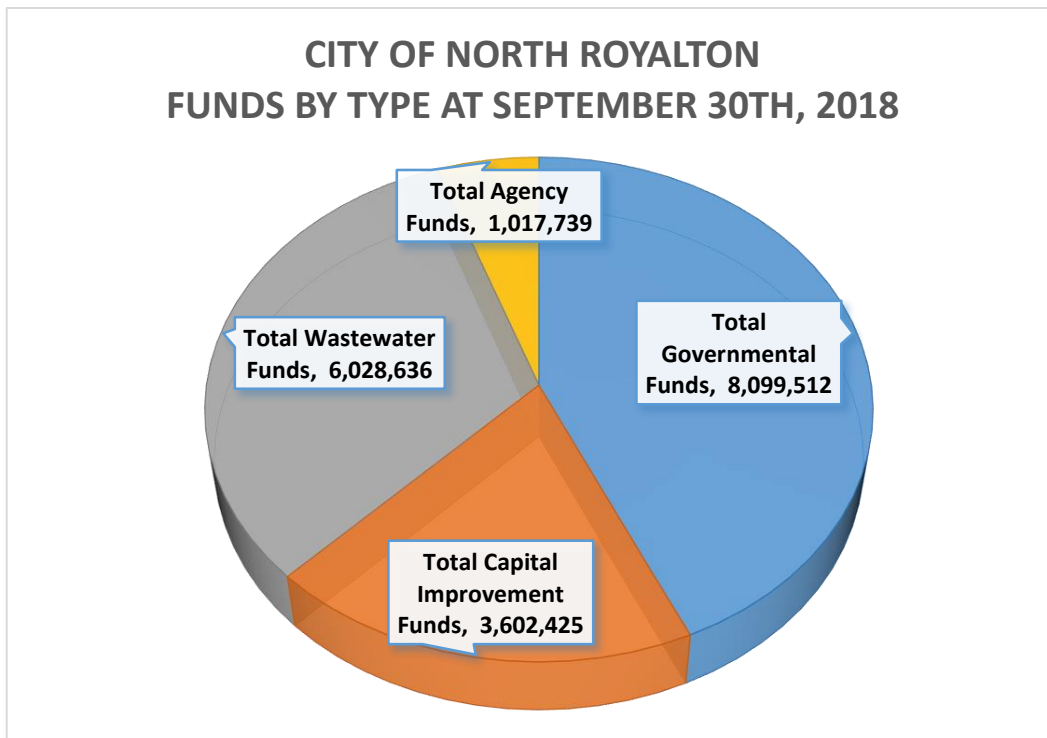
Fifth Third Bank - Operating	\$7,139,319.74
Fifth Third Bank - Payroll	\$ -
Petty Cash	\$ 5,050.00
Fifth Third Bank - Investment Account	\$ 8,971,545.72
Star Ohio - Investment Account	\$ 1,805,346.70
First National Bank Investment Account	\$ 503,040.08
Fifth Third Bank-OGBC Agency Fund	\$ 813,845.62
	<hr/>
Total Statements	\$19,238,147.86

Adjustment to Bank Balance:

Deposits in Transit	(46,529.80)
Accounts Payable	(351,389.63)
Outstanding Checks	\$ (147,254.64)
	<hr/>
Adjusted Bank Balance	18,692,973.79

Book Balance:

Total All Funds - per Tyler Munis System	<hr/> \$18,692,973.79 <hr/>
Difference	\$0.00



City of North Royalton
City Income Tax Collections
10/15/2018

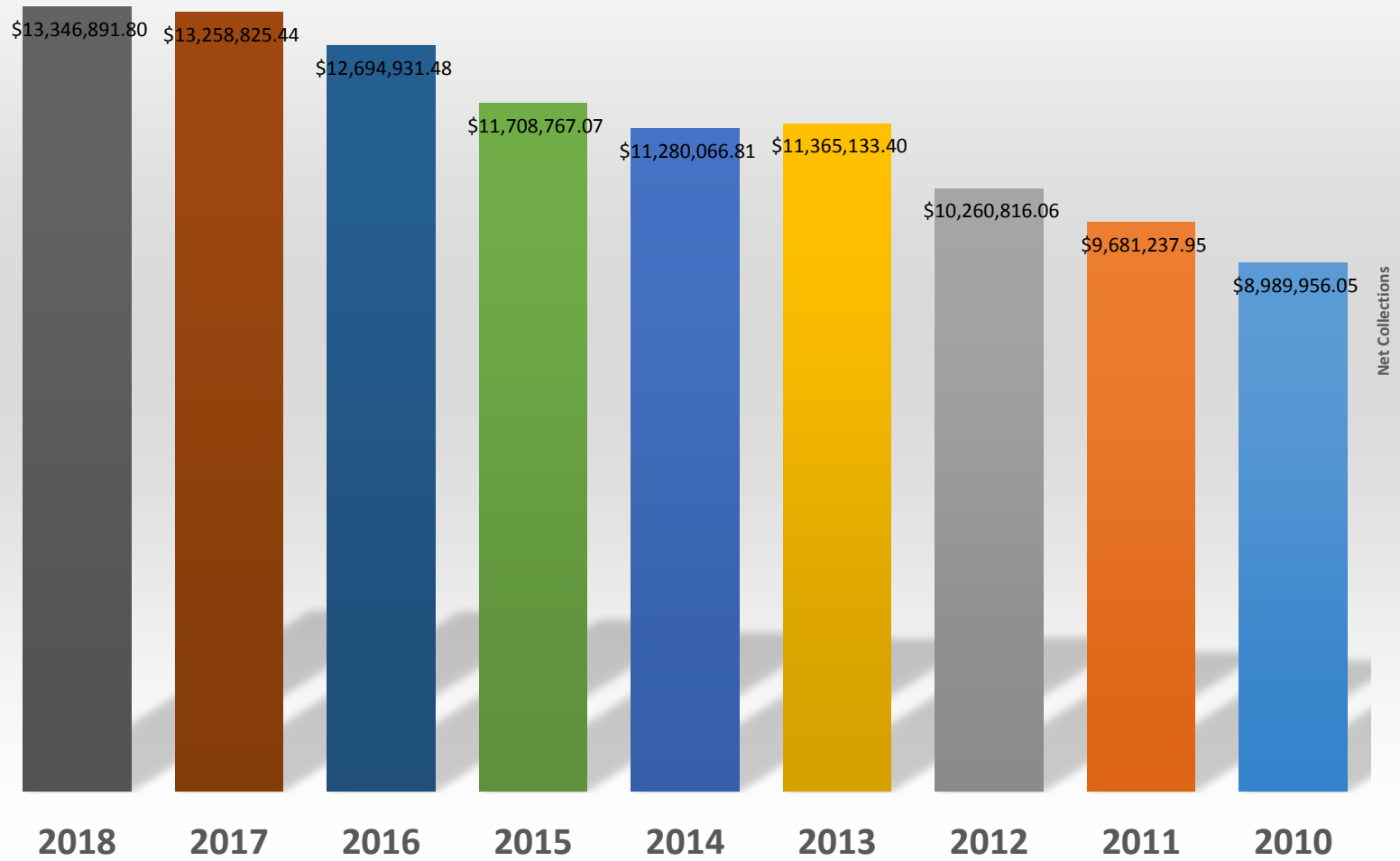
CURRENT MONTHLY RECEIPTS	Net Receipts
received in	
collections for the month of September-2018 / October-2018	
Regional Income Tax Agency	\$ 1,397,793.22
Ohio Department of Taxation	\$ -
	<u>\$ 1,397,793.22</u>

YEAR TO DATE RECEIPTS	Net Receipts
Regional Income Tax Agency	\$ 13,292,898.94
Ohio Department of Taxation	\$ 57,572.30
Fiscal Year 2018	<u>\$ 13,346,891.80</u>
Fiscal Year 2017	<u>\$ 13,258,825.44</u>
Increase (Decrease)	<u><u>\$ 88,066.36</u></u>

COLLECTION DETAIL

	This Year	Prior Year	Difference	%
	October-2018	October-2017		
WITHHOLDING	\$ 624,297.35	\$ 467,545.14	\$ 156,752	33.53%
INDIVIDUAL TAXES	\$ 708,918.89	\$ 932,484.93	\$ (223,566)	-24%
NET PROFIT TAXES	\$ 110,098.73	\$ 230,796.12	\$ (120,697)	-52%
TOTAL GROSS RECEIPTS	<u>\$ 1,443,314.97</u>	<u>\$ 1,630,826.19</u>	<u>\$ (187,511)</u>	<u>-11%</u>
3% withholding for collection				
fees	(43,299.45)	(48,924.79)	\$ 5,625	-11%
legal fees/court costs	(2,222.30)	(3,742.41)	\$ 1,520	-41%
TOTAL LEGAL FEES AND COLLECTION COSTS	<u>(45,521.75)</u>	<u>(52,667.20)</u>	<u>7,145.45</u>	<u>-14%</u>
TOTAL NET RECEIPTS	<u><u>1,397,793.22</u></u>	<u><u>1,578,158.99</u></u>	<u><u>\$ (180,366)</u></u>	<u><u>-11.43%</u></u>

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 Fund		#433 - Storm Water Fund		Refunds	Overhead & Legal Fees	Net Receipts
	ODT-Net Profit	#101 - General		ODT-Net Profit	#211 - SCMR		ODT-Net Profit	#213 - Income Tax	ODT-Net Profit	#433 - Storm Water			
January	\$ -	\$ 1,134,557.83	\$ 16,666.67	\$ -	\$ 198,749.29	\$ 14,583.33	\$ -	\$ 58,347.52	\$ -	\$ 99,374.65	\$ (2,195.01)	\$ (50,752.32)	\$ 1,469,331.96
February	\$ -	\$ 739,234.22	16,666.67	\$ -	\$ 175,842.73	14,583.33	\$ -	\$ 35,399.79	\$ -	87,921.36	(5,306.37)	(34,738.39)	1,029,603.34
March	\$ 10,187.26	\$ 695,631.09	16,666.67	\$ 593.33	\$ 148,926.96	14,583.33	\$ 359.55	\$ 29,194.56	\$ 898.87	898.87	(13,625.28)	(28,819.56)	863,456.64
April	\$ 107.40	\$ 1,108,917.03	16,666.67	\$ 5.69	\$ 165,058.66	14,583.33	\$ 3.79	\$ 50,922.91	\$ 9.48	9.48	(52,780.17)	(41,967.14)	1,261,410.77
May	\$ 3,778.25	\$ 1,934,049.22	16,666.67	\$ 200.03	\$ 243,458.98	14,583.33	\$ 133.35	\$ 93,709.96	\$ 333.38	333.38	(67,098.39)	(63,500.59)	2,172,202.56
June	\$ 20,861.56	\$ 1,335,923.50	16,666.67	\$ 1,104.44	\$ 207,737.36	14,583.33	\$ 736.29	\$ 60,482.04	\$ 1,840.72	1,840.72	(51,527.45)	(48,818.33)	1,536,887.84
July	\$ -	\$ 1,435,522.26	16,666.67	\$ -	\$ 193,133.96	14,583.33	\$ -	\$ 69,163.90	\$ -	-	(41,101.44)	(52,402.07)	1,635,566.61
August	\$ 15,434.23	\$ 855,013.21	16,666.67	\$ 289.19	\$ 155,286.38	14,583.33	\$ 198.50	\$ 36,746.25	\$ 496.99	496.99	(33,196.89)	(32,554.91)	1,013,041.03
September	\$ -	\$ 835,176.23	16,666.67	\$ -	\$ 138,430.73	14,583.33	\$ -	\$ 37,291.26	\$ -	-	(42,547.84)	(32,002.55)	967,597.83
October	\$ -	\$ 1,029,775.91	16,666.67	\$ -	\$ 247,131.75	14,583.33	\$ -	\$ 55,928.76	\$ -	100,000.00	(20,771.45)	(45,521.75)	1,397,793.22
November		-			\$ -			\$ -					-
December		-			\$ -			\$ -					-
Total	\$ 50,368.70	\$ 11,103,800.50	\$ 166,666.70	\$ 2,192.68	\$ 1,873,756.80	\$ 145,833.30	\$ 1,431.48	\$ 527,186.95	\$ 3,579.44	\$ 290,875.45	\$ (330,150.29)	\$ (431,077.61)	\$ 13,346,891.80
Original Fiscal Budget		\$ 12,000,000.00	\$ 200,000.00		\$ 2,100,000.00	\$ 175,000.00		\$ 720,000.00		\$ 650,000.00	\$ (300,000.00)	\$ (475,000.00)	\$ 15,070,000.00
		93%	83%		89%	83%		73%		45%	110%	91%	89%

Month Received	#101 - General	#207 Police Facility	#211 - SCMR	#219 Office on Aging	#213 - Income Tax	#433 - Storm Water	Refunds	Overhead & Legal Fees	Net Receipts
January	\$ 1,080,749.29	\$ 16,666.67	\$ 167,494.28	\$ 14,583.33	\$ 56,982.26	\$ 83,747.14	\$ (6,377.22)	\$ (45,405.77)	\$ 1,368,439.98
February	794,280.86	16,666.67	181,032.16	14,583.33	38,497.99	90,516.08	(3,852.86)	(37,510.67)	1,094,213.56
March	614,795.04	16,666.67	120,268.36	14,583.33	31,121.48	60,134.18	(9,242.41)	(28,964.46)	819,362.19
April	995,127.83	16,666.67	178,713.64	14,583.33	47,417.81	89,356.82	(38,348.58)	(66,436.60)	1,237,080.92
May	1,705,275.43	16,666.67	236,949.12	14,583.33	83,281.51	59,237.28	(71,766.85)	(63,828.56)	1,980,397.93
June	1,380,723.06	16,666.67	225,797.53	14,583.33	63,092.10	-	(32,695.45)	(52,138.48)	1,616,028.76
July	1,298,944.74	16,666.67	192,301.68	14,583.33	61,027.96	-	(33,227.01)	(52,410.55)	1,497,886.82
August	950,243.58	16,666.67	166,270.46	14,583.33	42,288.00	-	(30,848.83)	(38,726.97)	1,120,476.24
September	748,557.84	16,666.67	147,536.51	14,583.33	34,676.33	36,884.13	(17,762.07)	(34,362.69)	946,780.05
October	1,201,907.03	16,666.67	285,143.56	14,583.33	63,785.47	51,506.79	(2,766.66)	(52,667.20)	1,578,158.99
November	855,677.30	16,666.67	150,000.00	14,583.33	40,379.69	100,000.00	(8,688.85)	(37,795.57)	1,130,822.57
December	639,640.86	16,666.63	110,000.00	14,583.37	30,224.69	80,000.00	(5,396.84)	(29,557.20)	856,161.51
Total	\$ 12,265,922.86	\$ 200,000.00	\$ 2,161,507.30	\$ 175,000.00	\$ 592,775.29	\$ 651,382.42	\$ (260,973.63)	\$ (539,804.72)	\$ 15,245,809.52
Original Fiscal Budget	\$ 11,900,000.00	\$ 200,000.00	\$ 2,150,000.00	\$ 175,000.00	\$ 720,000.00	\$ 650,000.00	\$ (300,000.00)	\$ (450,000.00)	\$ 15,045,000.00
	103%	100%	101%	100%	82%	100%	87%	120%	101%

NOTES: Shaded columns reflect the additional tax.

CITY OF NORTH ROYALTON
Summary of Overtime Budgets
2018 Fiscal Year

9/29/2018

Fund	Department	2018 Budget	2018 Actual
General Fund	Police Department	\$ 180,000	\$ 149,675
General Fund	Animal Control	2,000	893
General Fund	Fire Department	5,000	1,914
General Fund	Dispatch	6,800	3,483
General Fund	Parks & Recreation	20,000	12,945
General Fund	Building Department	1,000	142
General Fund	Mayor's Office	2,050	1,553
General Fund	Finance Department	2,500	571
General Fund	Engineering	200	82
General Fund	Legislative Activity	1,050	1,746
General Fund	Mayor's Court	5,050	2,220
General Fund	City Hall Building and Grounds	400	21
Police Facility Operating	Jail	40,000	23,074
EMS Fund	Fire Department	425,000	298,117
SCMR	Streets	20,200	17,550
SCMR	Snow removal	35,350	17,675
Office on Aging	Senior Assistance	5,000	-
Community Diversion	Police Department	5,000	-
Waste Water	Treatment	85,850	47,934
Waste Water	Storms Sewer and Drainage	19,000	5,798
Waste Water	Maintenance	35,500	27,673
		\$ 814,464	\$ 613,067

75%

Current Date Represents This Percentage of the Year- 77%

