

**FINANCE COMMITTEE MINUTES
APRIL 17, 2018**

The Finance Committee meeting was held on April 17, 2018 at North Royalton City Hall, 14600 State Road. The meeting was called to order at 6:05 p.m.

PRESENT: **Committee Members:** Chairman 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; **Other:** Lou Krzepina.

APPROVAL OF MINUTES

Moved by Mr. Petrusky, seconded by Mr. Marnecheck to **approve the minutes for the March 20, 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 these reports, copies 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.**

Meeting adjourned at 6:08 p.m.

Dana Schroeder

From: Eric Dean
Sent: Tuesday, April 17, 2018 1:46 PM
To: Cheryl Hannan; Dan Kasaris; Dan Langshaw; Gary Petrusky; John Nickell; Larry Antoskiewicz; Paul Marnecheck
Cc: Robert Stefanik; Dana Schroeder; Laura Haller
Subject: 4-17-18 Finance Report
Attachments: March-April Finance Report.pdf; 3-31-18 cash position report.pdf

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

1. The city ended the month of March with \$15,080,252.02 cash in the bank.
2. Income Tax collections increased by \$24,203 over last year's receipts. Year to date collections are currently \$92,540.69 over 2017.
3. Total overtime is currently at 22% of the 2018 budgeted amounts, with 27% of the year completed (7 of 26 pays).

Please let me know if you have any questions.

Thank you,



Eric Dean

Finance Director
City of North Royalton
Ph. 440-582-6234
Fx. 440-237-0470

City of North Royalton
Bank Reconciliation
March 31, 2018

Bank Balance

Bank Statements:

Fifth Third Bank - Operating	\$7,565,679.09
Fifth Third Bank - Payroll	\$ -
Petty Cash	\$ 5,050.00
Fifth Third Bank - Investment Account	\$ 5,736,000.00
Star Ohio - Investment Account	\$ 1,788,812.31
	<hr/>
Total Statements	\$15,095,541.40

Adjustment to Bank Balance:

Deposits in Transit	(2,385.41)
Outstanding Checks	\$ (12,903.97)
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Adjusted Bank Balance \$15,080,252.02

Book Balance:

Total All Funds - per Tyler Munis System \$15,080,252.02

Difference \$0.00

City of North Royalton
City Income Tax Collections
4/17/2018

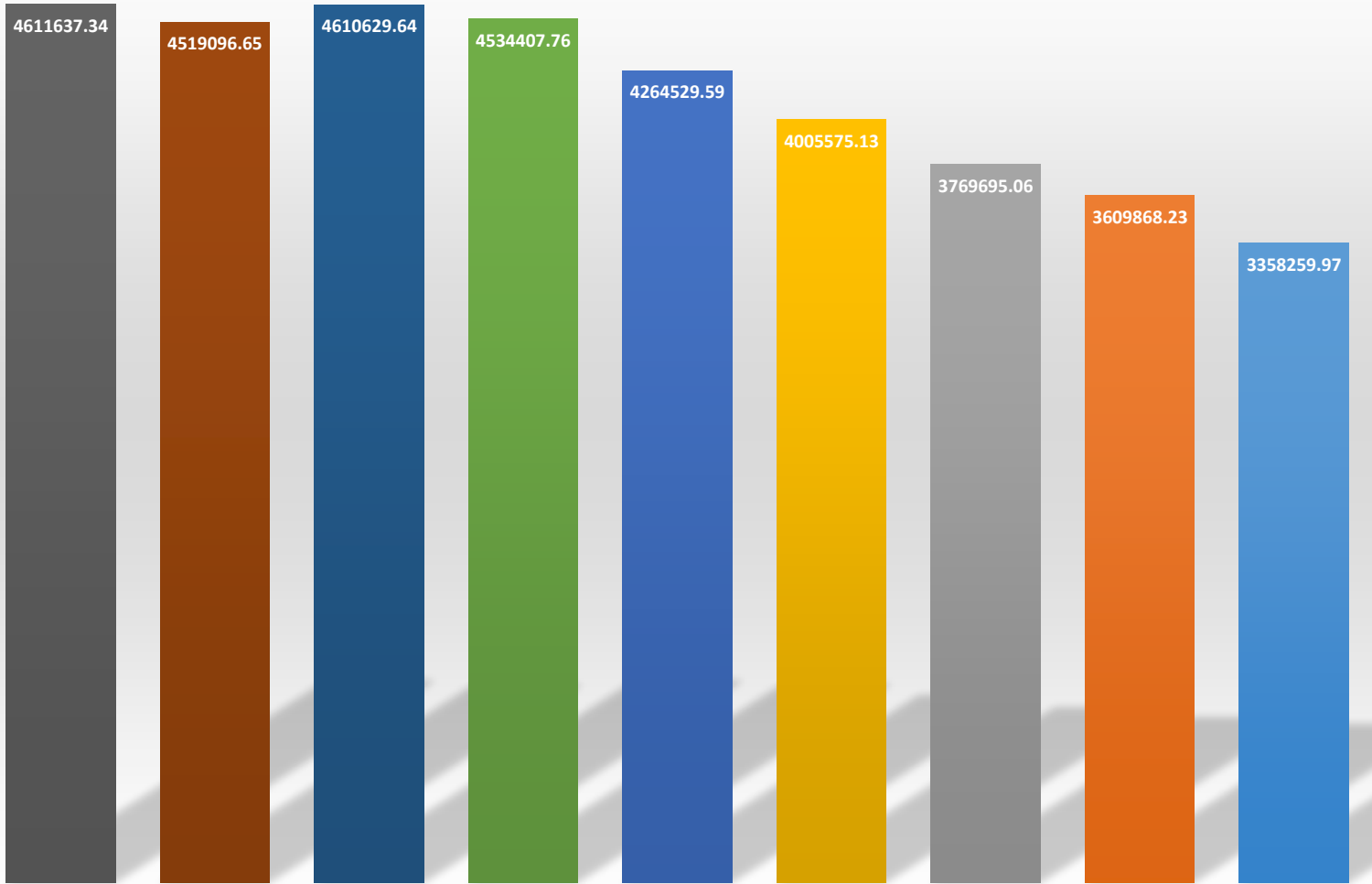
CURRENT MONTHLY RECEIPTS	Net Receipts
collections for the month of March-2018 / April-2018	received in \$ 1,261,284.41

YEAR TO DATE RECEIPTS	Net Receipts
Fiscal Year 2018	\$ 4,611,637.34
Fiscal Year 2017	\$ 4,519,096.65
Increase (Decrease)	<u>\$ 92,540.69</u>

COLLECTION DETAIL

	<u>This Year</u>	<u>Prior Year</u>			
	April-2018	April-2017	Difference		%
WITHHOLDING	\$ 487,693.59	\$ 521,344.53	\$ (33,651)		-6.45%
INDIVIDUAL TAXES	\$ 654,883.05	\$ 581,539.93	\$ 73,343		13%
NET PROFIT TAXES	\$ 160,674.91	\$ 200,633.05	\$ (39,958)		-20%
TOTAL GROSS RECEIPTS	<u>\$ 1,303,251.55</u>	<u>\$ 1,303,517.51</u>	<u>\$ (266)</u>		<u>0%</u>
3% withholding for collection					
fees	(39,097.55)	(39,105.53)	\$ 8		0%
legal fees/court costs	(2,869.59)	(27,331.06)	\$ 24,461		-90%
TOTAL LEGAL FEES AND COLLECTION COSTS	<u>(41,967.14)</u>	<u>(66,436.59)</u>	<u>24,469.45</u>		<u>-37%</u>
TOTAL NET RECEIPTS	<u>1,261,284.41</u>	<u>1,237,080.92</u>	<u>\$ 24,203</u>		<u>1.96%</u>

Year to Date Income Tax



Net Collections

2018

2017

2016

2015

2014

2013

2012

2011

2010

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

2018

Month Received	#101 - General Fund			#207 Police Facility	#211 - SCMR	#219 Office on Aging	#213 - Income Tax	#433 - Storm Water	Refunds	Overhead & Legal Fees	Net Receipts
	Original Tax	Additional Tax	#101 - General								
January	\$ 935,808.54	\$ 198,749.29	\$ 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	563,391.49	175,842.73	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	462,943.38	222,500.45	685,443.83	16,666.67	148,333.63	14,583.33	28,835.01	-	(13,625.28)	(28,819.56)	851,417.63
April	861,230.18	247,579.45	1,108,809.63	16,666.67	165,052.97	14,583.33	50,919.12	-	(52,780.17)	(41,967.14)	1,261,284.41
May	-	-	-	-	-	-	-	-	-	-	-
June	-	-	-	-	-	-	-	-	-	-	-
July	-	-	-	-	-	-	-	-	-	-	-
August	-	-	-	-	-	-	-	-	-	-	-
September	-	-	-	-	-	-	-	-	-	-	-
October	-	-	-	-	-	-	-	-	-	-	-
November	-	-	-	-	-	-	-	-	-	-	-
December	-	-	-	-	-	-	-	-	-	-	-
Total	\$ 2,823,373.59	\$ 844,671.92	\$ 3,668,045.51	\$ 66,666.68	\$ 687,978.62	\$ 58,333.32	\$ 173,501.44	\$ 187,296.01	\$ (73,906.83)	\$ (156,277.41)	\$ 4,611,637.34
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
			31%	33%	33%	33%	24%	29%	25%	33%	31%

2017

Month Received	#101 - General Fund			#207 Police Facility	#211 - SCMR	#219 Office on Aging	#213 - Income Tax	#433 - Storm Water	Refunds	Overhead & Legal Fees	Net Receipts
	Original Tax	Additional Tax	#101 - General								
January	\$ 913,255.01	\$ 167,494.28	\$ 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	613,248.70	181,032.16	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	494,526.68	120,268.36	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	816,414.19	178,713.64	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	1,409,089.03	296,186.40	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	1,042,026.76	338,696.30	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	1,010,492.21	288,452.53	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	700,837.88	249,405.70	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	564,137.20	184,420.64	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	1,023,489.50	178,417.53	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	647,849.60	207,827.70	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	477,224.16	162,416.70	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	\$ 9,712,590.92	\$ 2,553,331.94	\$ 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

at 3/31/2018

Fund	Department	2018 Budget	2018 Actual
General Fund	Police Department	\$ 180,000	\$ 53,131
General Fund	Animal Control	2,000	93
General Fund	Fire Department	5,000	700
General Fund	Dispatch	6,800	1,682
General Fund	Parks & Recreation	20,000	1,785
General Fund	Building Department	1,000	128
General Fund	Mayor's Office	2,050	108
General Fund	Finance Department	2,020	332
General Fund	Engineering	200	25
General Fund	Legislative Activity	1,050	454
General Fund	Mayor's Court	5,050	243
Police Facility Operating	Jail	40,000	7,424
EMS Fund	Fire Department	425,000	61,467
SCMR	Streets	20,200	12,093
SCMR	Snow removal	35,350	13,799
Office on Aging	Senior Assistance	5,000	-
Community Diversion	Police Department	5,000	-
Waste Water	Treatment	85,850	15,054
Waste Water	Storms Sewer and Drainage	19,000	3,119
Waste Water	Maintenance	35,500	8,284
		\$ 814,464	\$ 179,922

22%

Current Date Represents This Percentage of the Year- 27%

**NORTH ROYALTON
CASH POSITION REPORT
1/01/2018 to 3/31/2018**

4/11/2018

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All Funds	Beginning Cash Balance 1/01/2018	MTD 3/01/2018 - 3/31/2018 Receipts	MTD 3/01/2018 - 3/31/2018 Expense	1/01/2018 thru 3/31/2018 2018 Receipts	1/01/2018 thru 3/31/2018 2018 Expense	Cash Balance w/o Encumb	Thru 3/31/2018 Encumbrances	Ending Balance
101 General Fund	2,033,442.98	965,105.82	860,382.94	3,651,039.08	3,313,205.36	2,371,276.70	1,950,527.60	420,749.10
203 DARE Fund	-	0.00	0.00	-	-	0.00	-	0.00
205 Enforcement & Education Fund	49,165.66	260.05	0.00	1,838.07	-	51,003.73	-	51,003.73
206 Drug Law Enforcement Fund	1,824.66	0.00	0.00	-	-	1,824.66	-	1,824.66
207 Police Facility Operating Fund	31,684.43	51,489.13	55,049.95	282,130.70	253,585.77	60,229.36	41,294.93	18,934.43
208 Law Enforcement Fund	73,654.78	1,495.00	184.00	8,637.50	4,653.29	77,638.99	400.00	77,238.99
209 EMS Levy Fund	90,806.19	126,542.79	122,519.07	787,592.79	716,822.79	161,576.19	3,215.00	158,361.19
210 Motor Vehicle License Tax Fund	25,850.79	19,605.00	0.00	59,683.92	-	85,534.71	-	85,534.71
211 SCMR Fund	570,366.99	339,651.70	158,560.56	942,156.29	896,011.25	616,512.03	491,981.76	124,530.27
212 State Highway Fund	129,260.13	8,652.09	7,401.80	25,874.42	53,573.95	101,560.60	25,168.05	76,392.55
213 City Income Tax Fund	88,434.60	15,569.28	26,407.12	101,834.75	74,817.79	115,451.56	-	115,451.56
215 Police Levy Fund	147,839.88	53,622.00	100,000.00	671,622.00	223,842.59	595,619.29	144,043.26	451,576.03
216 Fire Levy Fund	26,706.15	38,939.73	90,000.00	477,939.73	180,000.00	324,645.88	-	324,645.88
217 Recycling Grant Fund	6,517.73	0.00	0.00	-	-	6,517.73	-	6,517.73
218 FEMA Fund	-	0.00	0.00	-	-	0.00	-	0.00
219 Office on Aging Fund	62,782.65	14,940.81	7,829.57	44,749.44	34,149.83	73,382.26	30,281.98	43,100.28
221 NOPEC Grant Fund	-	0.00	0.00	-	-	0.00	-	0.00
236 Court Computer Services Fund	61,135.61	0.00	240.00	-	2,141.00	58,994.61	480.00	58,514.61
237 Community Diversion Fund	41,085.05	400.00	0.00	1,350.00	-	42,435.05	700.00	41,735.05
238 Cemetery Maintenance Fund	26,620.80	250.00	0.00	500.00	-	27,120.80	-	27,120.80
239 Enterprise Zone Fund	16,776.97	0.00	0.00	-	-	16,776.97	-	16,776.97
249 YMCA Spcial Revenue Fund	156,348.75	50,046.55	0.00	136,963.27	-	293,312.02	-	293,312.02
260 Accrued Balances Fund	546,948.06	13,929.79	0.00	40,196.65	-	587,144.71	-	587,144.71
261 Police Pension Fund	57,857.54	9,817.98	78,992.70	124,817.98	150,416.51	32,259.01	-	32,259.01
262 Fire Pension Fund	44,791.57	9,817.85	45,445.93	124,817.85	151,722.73	17,886.69	-	17,886.69
321 General Bond Retirement Fund	61,840.05	13,428.55	0.00	166,428.55	-	228,268.60	-	228,268.60
341 Special Assess Bond Rtmt Fund	569,767.57	84,220.62	0.00	84,220.62	-	653,988.19	-	653,988.19
414 Industrial Park Fund	-	0.00	0.00	-	-	0.00	-	0.00
430 Service Capital Fund	19,011.38	5,969.91	0.00	17,227.14	-	36,238.52	-	36,238.52
431 Rec Capital Improvement Fund	134,131.92	39,559.00	0.00	111,814.08	99,513.08	146,432.92	35,816.92	110,616.00
432 Future Capital Improvem't Fund	620,425.81	8,995.23	0.00	27,395.67	3,498.73	644,322.75	9,296.84	635,025.91
433 Storm Sewer & Drainage Fund	137,059.81	2,398.87	860.00	191,194.88	23,000.00	305,254.69	146,519.50	158,735.19
434 Fire Capital Improvement Fund	590,759.03	90,948.23	6,417.56	172,597.20	28,597.30	734,758.93	115,576.62	619,182.31
435 Route 82 Fund	348,469.31	0.00	0.00	-	-	348,469.31	-	348,469.31
437 YMCA Capital Reserve	151,370.31	3,979.94	1,170.00	11,484.76	1,170.00	161,685.07	-	161,685.07
442 Issue 1 - Bennet Road	6,837.02	0.00	0.00	-	-	6,837.02	-	6,837.02
443 Edgerton Road Waterline Fund	-	0.00	0.00	-	-	0.00	-	0.00
444 Excessive Load Fund	43,667.00	250.00	0.00	792.00	-	44,459.00	-	44,459.00
445 Water Main Fund	47,065.44	500.00	0.00	1,250.00	-	48,315.44	7,850.00	40,465.44
446 State & Wallings Intersection	-	0.00	0.00	-	-	0.00	-	0.00

**NORTH ROYALTON
CASH POSITION REPORT
1/01/2018 to 3/31/2018**

4/11/2018

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All Funds	Beginning Cash Balance 1/01/2018	MTD 3/01/2018 - 3/31/2018 Receipts	MTD 3/01/2018 - 3/31/2018 Expense	1/01/2018 thru 3/31/2018 2018 Receipts	1/01/2018 thru 3/31/2018 2018 Expense	Cash Balance w/o Encumb	Thru 3/31/2018 Encumbrances	Ending Balance
448 York Road Sewer Fund	46.52	0.00	0.00	-	-	46.52	-	46.52
449 YMCA Capital Improvement Fund	-	0.00	-1,170.00	-	-	0.00	-	0.00
451 Issue 1 - Sprague Rd	122,075.11	0.00	0.00	-	-	122,075.11	-	122,075.11
551 Wastewater Treatment Fund	3,745,076.50	265,278.26	124,960.90	799,041.25	1,287,877.29	3,256,240.46	1,467,311.28	1,788,929.18
552 Wastewater Maintenance Fund	239,217.11	365,136.43	67,816.73	929,489.88	503,297.82	665,409.17	90,127.36	575,281.81
553 Wastewater Debt Service Fund	970,710.73	74,351.68	0.00	162,601.39	-	1,133,312.12	-	1,133,312.12
555 Wastewater Rep & Replace Fund	106,050.04	69,497.32	1,000.00	180,054.59	73,124.14	212,980.49	60,528.60	152,451.89
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	337,304.33	732.48	302.90	2,732.48	1,252.90	338,783.91	-	338,783.91
764 OBBS Fund	1,957.19	468.98	0.00	827.00	1,959.18	825.01	-	825.01
766 Bldg Construction Bond Fund	237,050.00	9,500.00	0.00	16,000.00	1,000.00	252,050.00	-	252,050.00
768 Office on Aging Trust Fund	13,515.67	0.00	0.00	-	887.78	12,627.89	-	12,627.89
769 Unclaimed Funds	8,167.35	0.00	0.00	-	-	8,167.35	-	8,167.35
Total All Funds	12,801,477.17	2,755,351.07	1,754,371.73	10,358,895.93	8,080,121.08	15,080,252.02	4,621,119.70	10,459,132.32