

## **FINANCE COMMITTEE MINUTES NOVEMBER 17, 2015**

The Finance Committee meeting was held on November 17, 2015 at North Royalton City Hall, 14600 State Road. The meeting was called to order at 6:47 p.m.

**PRESENT:** Committee Members: Chairman Larry Antoskiewicz, Vice Chair Gary Petrusky, Paul Marnecheck; Council: John Nickell, Dan Langshaw, Steve Muller, Dan Kasaris; Administration: Mayor Robert Stefanik, Finance Director Eric Dean, Fire Chief Robert Chegan, Safety Director Bruce Campbell; Other: Lou Krzepina, Austin Vencze.

### **APPROVAL OF MINUTES**

Moved by Mr. Petrusky, seconded by Mr. Marnecheck to **approve the October 20, 2015 Finance Committee minutes.** Yeas: 3. Nays: 0. **Motion carried.**

### **UNFINISHED BUSINESS**

#### **1. Monthly Finance report including tax collections status**

Mr. Dean reviewed the monthly reports, copies of which are attached to these minutes. Mr. Dean said that our carry over for the year will be between \$1-1.2 million. Mr. Marnecheck asked if this would be enough to affect our bond rating. Mr. Dean said no, we are solidly within our level of AA2. To get to the next level we would have to be over \$3-4 million.

#### **2. Overtime**

Mr. Dean reviewed the monthly report, a copy of which is attached to these minutes. Mr. Dean reminded Council that we have an extra pay this year so he is going to look this over again and there may be some areas where we may be able to adjust if we have to and put it into overtime before the end of the year. Mayor Stefanik said that regarding the Fire Department, there are two employees on FLMA and there was also a non-work related surgery so it's not workers comp. He said that there is also one employee who has not been getting paid by the city for the past few months but we still have to fill that shift. These reasons are why we are incurring more overtime than expected. Mr. Marnecheck asked how much the extra payroll will cost. Mr. Dean said it is around \$500,000. He said that we have budgeted to take some money from the compensated absence fund to help with this. Mr. Marnecheck asked if we will see an increase in the receipts we receive because businesses have this extra payroll. Mr. Dean said that it is not likely because it is so close to the end of the year that we wouldn't get it until next year. Mr. Nickell asked if we use part time fire fighters to fill shifts when we are down so many employees. Mayor Stefanik said no. Mr. Kasaris asked how long we have to keep the shift open that the Mayor referred to earlier. Mayor Stefanik said that we have to play it by ear for now until some other things shake out. Mayor Stefanik said that he would like to call an Executive Session later in this meeting to discuss the contract negotiations.

#### **3. New Tax Code – Ordinance 15-94**

Mr. Dean said that he has heard back from RITA and was told that nothing has come up that would indicate that we should hold off on this. Moved by Mr. Petrusky, seconded by Mr. Marnecheck to **recommend approval of Ordinance 15-94 to Council.** Yeas: 3. Nays: 0. **Motion carried.**

### **NEW BUSINESS**

#### **1. Ordinance 15-102 – 2016 Budget**

Mr. Antoskiewicz said we have the Special Finance Budget meeting scheduled for Monday. He urged that any questions or issues that Council may have be presented to the Finance Director prior to the meeting so that he can be prepared with answers.

Moved by Mr. Marnecheck, seconded by Mr. Petrusky to **recess the Finance Committee meeting into Executive Session to discuss preparing for, conducting, or reviewing negotiations or bargaining sessions with public employees concerning their compensation or other terms and conditions of their employment. [ORC 121.22G(4)].** Yeas: 3. Nays: 0. **Motion carried.**

**Finance Committee meeting recessed at 6:58 p.m.**

**EXECUTIVE SESSION**

**Executive Session called to order at 6:59 p.m.**

**PRESENT:** President of Council Larry Antoskiewicz, Council Representatives John Nickell, Gary Petrusky, Dan Langshaw, Paul Marnecheck, Steve Muller, Dan Kasaris, Legislative Services Director Laura Haller, Mayor Robert A. Stefanik, Law Director Thomas A. Kelly, Finance Director Eric Dean.

Discussion was held pertaining to: preparing for, conducting, or reviewing negotiations or bargaining sessions with public employees concerning their compensation or other terms and conditions of their employment as permitted by ORC 121.22G(4).

Moved by Mr. Petrusky, seconded by Mr. Marnecheck to **adjourn the Executive Session.** Yeas: 3. Nays: 0. **Motion carried.**

**Executive Session adjourned at 7:26 p.m.**

Moved by Mr. Petrusky, seconded by Mr. Antoskiewicz to **reconvene the November 17, 2015 Finance Committee meeting.** Yeas: 3. Nays: 0. **Motion carried.**

**Finance Committee meeting reconvened at 7:27 p.m.**

There was no further business pending before the committee.

**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 7:27 p.m.**

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

Fund	Department	2014 Actual	Budget Amount	As of November 28th, 2015	
				Year to Date	Percentage Used
General Fund	Police Department	\$ 131,648.03	\$ 145,000	\$ 127,316	88%
General Fund	Animal Control	2,411	2,000	1,429	71%
General Fund	Fire Department	7,797	5,000	3,983	80%
General Fund	Dispatch	15,060	2,500	497	20%
General Fund	Parks & Recreation	8,669	10,000	9,027	90%
General Fund	Building Department	765	1,000	-	0%
General Fund	Mayor's Office	1,894	2,000	969	48%
General Fund	Finance Department	3,026	2,000	1,443	72%
General Fund	Engineering	354	100	-	0%
General Fund	Legislative Activity	268	1,000	682	68%
General Fund	Mayor's Court	5,313	5,000	3,440	69%
Police Facility Operating	Jail	22,740	20,000	18,025	90%
EMS Fund	Fire Department	435,648	470,000	446,641	95%
SCMR	Storms Sewer and Drainage	19,118	15,000	13,793	92%
SCMR	Streets	47,134	20,000	18,781	94%
SCMR	Snow removal	13,624	35,000	28,503	81%
Office on Aging	Senior Assistance	2,740	3,000	2,477	83%
Community Diversion	Police Department	1,373	5,000	-	0%
Waste Water	Treatment	67,918	65,000	62,850	97%
Waste Water	Maintenance	24,769	33,000	30,951	94%
		<b>\$ 812,716</b>	<b>\$ 841,600</b>	<b>\$ 770,807</b>	<b>91.6%</b>

***Current Date Represents This Percentage of the Year***

**93%**

City of North Royalton  
City Income Tax Collections  
11/13/2015

**Net Receipts**

Current Income taxes collected by R.I.T.A. for the period of October, 2015  
and distributed to the city in November, 2015 \$ 1,348,086.21

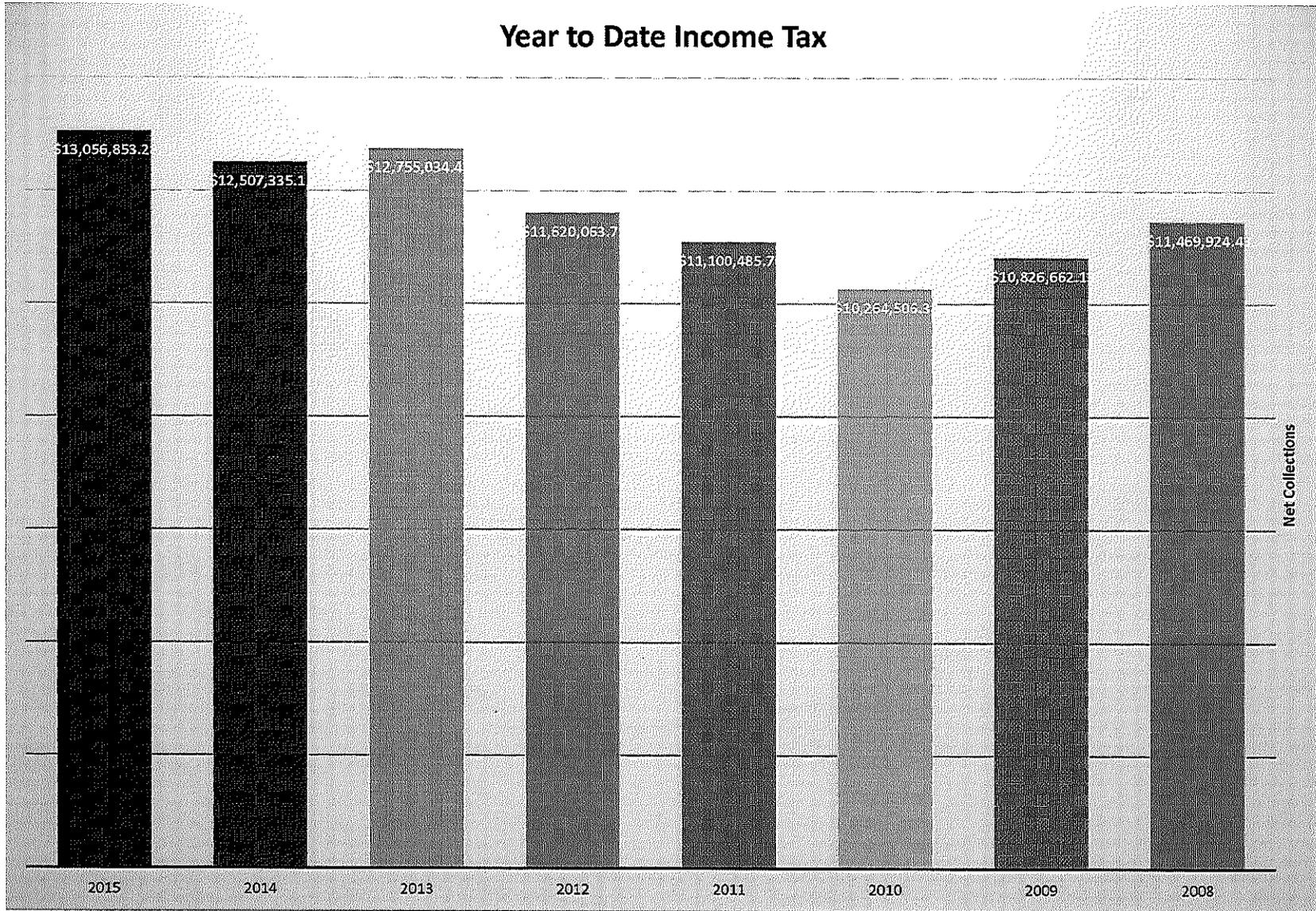
**Current Year** to date collection of  
Income Tax distributed to City January 1, 2015 to November, 2015 \$ 13,056,853.28

**Prior Year** to date collection of  
Income Tax Distributed to City January 1, 2014 to November, 2014 \$ 12,507,335.15

Increase (Decrease) in Income Tax collections for Current Fiscal Year \$ 549,518.13

Collection Detail by Type				
	Distributed August 2015	Distributed August 2014	Difference	% change
WITHHOLDING	\$ 496,982.86	\$ 437,769.94	\$ 59,212.92	13.53%
INDIVIDUAL TAXES	\$ 831,139.22	\$ 784,882.32	\$ 46,256.90	6%
NET PROFIT TAXES	\$ 62,509.49	\$ 46,407.16	\$ 16,102.33	35%
<b>TOTAL GROSS RECEIPTS</b>	<u>\$ 1,390,631.57</u>	<u>\$ 1,269,059.42</u>	<u>\$ 121,572.15</u>	10%
3% withholding for collection fees	(41,718.95)	(38,071.78)	(3,647.16)	10%
legal fees/court costs	(826.41)	(3,719.30)	2,892.89	-78%
<b>TOTAL LEGAL FEES AND COLLECTION COSTS</b>	<u>(42,545.36)</u>	<u>(41,791.08)</u>	<u>(754.27)</u>	2%
<b>TOTAL NET RECEIPTS</b>	<u>1,348,086.21</u>	<u>1,227,268.34</u>	<u>120,817.88</u>	10%

## Year to Date Income Tax



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

Month Received	General Fund		General Fund	Police Facility	scmr		Total SCMR Fund	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	\$ 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	187,529.93	14,583.33	53,070.44	93,754.96	(6,836.90)	(42,375.74)	1,353,332.20	2,341,950.49	
March	688,551.57	133,895.58	802,447.15	16,666.67	133,895.58	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	786,528.99	150,615.90	939,144.89	16,666.67	150,615.90	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	193,227.92	1,488,712.59	16,666.67	193,227.92	193,227.92	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	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	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	1,104,255.22	169,117.78	1,273,373.00	16,666.67	169,117.78	169,117.78	14,583.33	67,590.49	84,558.89	(28,168.30)	(48,419.19)	1,549,302.67	9,975,525.66	
September	711,230.11	235,088.58	946,318.69	16,666.67	235,088.58	235,088.58	14,583.33	43,701.21	-	(20,225.49)	(37,602.41)	1,120,167.72	11,095,693.38	
October	457,607.33	44,262.26	501,869.61	16,666.67	44,262.26	44,262.26	14,583.33	20,746.37	-	(11,619.57)	(20,694.19)	613,073.89	11,708,767.07	
November	905,802.20	143,692.79	1,049,494.99	16,666.67	143,692.79	143,692.79	14,583.33	56,091.97	-	(15,732.63)	(42,545.36)	1,348,086.21	13,056,853.28	
December														
<b>Total</b>	<b>\$ 8,663,774.50</b>	<b>\$ 1,727,578.62</b>	<b>\$ 10,391,353.12</b>	<b>\$ 183,333.37</b>	<b>\$ 1,822,289.40</b>	<b>\$ 1,822,289.40</b>	<b>\$ 160,416.63</b>	<b>\$ 523,407.35</b>	<b>\$ 652,212.48</b>	<b>\$ (235,060.18)</b>	<b>\$ (440,898.89)</b>	<b>\$ 13,056,853.28</b>	<b>\$ 13,056,853.28</b>	
Check Figure														
			FUND: 101	207		211	219	213	443					
Original Fiscal Budget			\$ 11,200,000.00	\$ 200,000.00		\$ 1,400,000.00	\$ 175,000.00	\$ 700,000.00	\$ 630,000.00	\$ (325,000.00)	\$ (450,000.00)	\$ 13,530,000.00		
			93%	92%		130%	92%	75%	104%	72%	98%	97%		

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

Month-to-Date Revenues as Percentage of Total Annual Budget  
97%

Month Received	General Fund		General Fund	Police Facility	scmr		Total SCMR Fund	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	\$ 525,566.86	\$ 141,365.72	\$ 767,032.58	\$ 16,666.67	\$ 141,365.72	\$ 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	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	134,061.33	14,583.33	41,481.39	67,030.67	(13,162.98)	(32,246.73)	1,026,509.66	3,200,347.57	
April	694,580.02	144,130.63	838,710.65	16,666.67	144,130.63	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	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	135,258.19	14,583.33	37,346.13	67,529.10	(46,045.48)	(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	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	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	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	68,368.30	68,368.30	14,583.33	26,838.60	-	(11,033.73)	(41,791.08)	1,227,268.34	12,507,335.15	
November	901,478.93	285,451.27	1,196,930.20	16,666.67	-	-	14,583.33	51,912.95	-	(17,569.24)	(33,855.78)	1,074,390.17	13,581,725.32	
December	840,506.13	204,395.17	1,044,901.30	16,666.67	-	-	14,583.33	49,663.89	-	-	-	-	-	
<b>Total</b>	<b>\$ 9,138,349.18</b>	<b>\$ 2,146,752.43</b>	<b>\$ 11,285,101.61</b>	<b>\$ 200,000.04</b>	<b>\$ 1,441,741.11</b>	<b>\$ 1,441,741.11</b>	<b>\$ 174,999.96</b>	<b>\$ 543,268.60</b>	<b>\$ 686,676.42</b>	<b>\$ (296,539.98)</b>	<b>\$ (453,522.44)</b>	<b>\$ 13,581,725.32</b>	<b>\$ 13,581,725.32</b>	
Check Figure														
			FUND: 101	207		211	219	213	443					
Original Fiscal Budget			\$ 11,350,000.00	\$ 200,000.00		\$ 1,400,000.00	\$ 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  
83%



**NORTH ROYALTON  
CASH POSITION REPORT  
1/01/2015 to 10/31/2015**

11/12/2015  
3:42:08PM  
Page 2 of 2

All Funds	Beginning Cash Balance 1/01/2015	MTD 10/01/2015 - 10/31/2015 Receipts	MTD 10/01/2015 - 10/31/2015 Expense	1/01/2015 thru 10/31/2015 2015 Receipts	1/01/2015 thru 10/31/2015 2015 Expense	Cash Balance w/o Encumb	Thru 10/31/2015 Encumbrances	Ending Balance
448 York Road Sewer Fund	46.52	0.00	0.00	0.00	0.00	46.52	0.00	46.52
449 YMCA Capital Improvement Fund	112,118.97	0.00	0.00	0.00	112,118.97	0.00	0.00	0.00
451 Issue 1 - Sprague Rd	(536,598.83)	0.00	142.00	917,441.91	1,781,197.80	(1,400,354.72)	131,059.62	-1,531,414.34
551 Wastewater Treatment Fund	875,436.15	221,276.90	417,184.38	3,522,688.63	3,139,669.38	1,258,455.40	226,979.56	1,031,475.84
552 Wastewater Maintenance Fund	(340,544.57)	63,007.32	61,511.22	1,020,215.78	955,873.51	(276,202.30)	38,963.79	-315,166.09
553 Wastewater Debt Service Fund	293,414.80	90,258.74	0.00	1,249,746.22	801,153.77	742,007.25	0.00	742,007.25
555 Wastewater Rep & Replace Fund	859,086.20	5,411.20	10,784.91	87,746.31	98,617.11	848,215.40	321,616.54	526,598.86
556 WW NR Conv Fund	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
557 WW NEORS D Conv Fund	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
763 Improvement Holding Fund	352,431.74	0.00	500.00	1,000.00	1,544.00	351,887.74	0.00	351,887.74
764 OBBS Fund	343.52	1,432.47	321.71	3,782.74	2,126.57	1,999.69	0.00	1,999.69
766 Bldg Construction Bond Fund	235,300.00	11,500.00	1,000.00	40,000.00	43,750.00	231,550.00	0.00	231,550.00
768 Office on Aging Trust Fund	11,723.67	658.00	450.00	2,547.00	1,135.00	13,135.67	0.00	13,135.67
769 Unclaimed Funds	7,600.90	0.00	0.00	0.00	0.00	7,600.90	0.00	7,600.90
<b>Total All Funds</b>	<b>14,066,659.67</b>	<b>2,417,106.34</b>	<b>2,911,753.17</b>	<b>38,348,628.84</b>	<b>37,877,855.93</b>	<b>14,537,432.58</b>	<b>3,247,562.03</b>	<b>11,289,870.55</b>