Personnel, Budget and Finance Committee Agenda
May 9, 2022

City Hall Conference Room
20 S. Walnut Street
London, Ohio

Call to Order

Approval of Minutes – April 11, 2022

Auditor's Update

- April books are closed
- Overall – Revenue $ 2,067,881.74
  Expenses $ 1,131,511.90

Old Business

New Business

- Police Donation Money
- Reappropriate Money for Building and Zoning
- Traffic Light Loan
- Storm Water Project – Graceland/Mariemont
- Paul Gross CRA
- Fire Dept Fund

Department Head Updates

Schedule June Meeting

Personnel, Budget & Finance Committee
20 S. Walnut Street
May 9, 2022

Minutes

Committee members present: Josh Peters, John Stahl and Greg Eades
City representatives present: Safety Service Director, Rex Castle; Auditor, Kenna Combs; Tax Director, Amy Marsh; Treasurer, Sue Mosier; Police Chief, Glenn Nicol; Police Sergeant, Donavon Cooper; Street Superintendent, Bill Long; City Council President, Henry Comer and Executive Assistant, Amy Rees
Community members present: Michael Norman and Shannon Treynor

The meeting was called to order at 6:00pm

The minutes of the April 11, 2022 meeting were approved as written

AUDITOR'S UPDATE

- The April, 2022 financial books are closed.
  - Overall city revenues are $2,067,881.74 and expenses are $1,131,511.90
  - Revenues and expenses are as expected for the first quarter of the year
  - The general Fund has collected 42.49% of the anticipated revenue and has incurred 41.2% of the anticipated expenses for the year. Overall, the city has collected 47.95% of the anticipated revenue and incurred 49.25% of the anticipated expenses for the year
- The Parks & Recreation Department may need additional funds for salaries due to a payout for a resignation and the Wastewater Department may need additional funds for salaries. Waiting for another month's finances to make a formal decision and request

OLD BUSINESS – none presented

NEW BUSINESS

Police Donation money

- Received a $1,000 donation from the local Fraternal Order of Eagles to be used as needed. Mrs. Combs is requesting an increase in appropriations to the police donation expense line so that the money can be utilized.
  - Mr. Peters moved to increase appropriations to the police donation expense line. Mr. Eades seconded the motion and it passed unanimously. Mr. Eades will present legislation for City Council consideration.

Reappropriate Money for Building and Zoning

- $10,000 needs to be reappropriated to the professional services expense line to pay Choice One Engineering to review site plans
  - Mr. Eades moved to reappropriate $10,000 to the professional services expense line to pay Choice One Engineering to review site plans. Mr. Stahl seconded the motion and it passed unanimously. Mr. Eades will present legislation for City Council consideration. The legislation will include an emergency clause.

Traffic Light Loan

- Approximately $260,000 of the loan for the new traffic signals may not be needed. Mr. Castle informed the committee that unused funds cannot be used for other purposes but can be used toward the loan payments. The city has three years to use the funds.
- The city is currently evaluating the need for a traffic signal at the intersection of Keny Boulevard and High Street

Storm Water Project – Graceland/Mariemont Avenues

- Mr. Castle explained to the committee that the city has been meeting with the residents of Graceland and Mariemont Avenues to discuss flooding due to the water runoff from nearby farmland. Some residents have expressed an interest having their property taxes assessed to help cover the cost to install additional storm sewers to alleviate the problem. The city would also pay a portion of the installation costs. Another meeting with residents will take place on May 12 and 5:00pm. If the residents agree to a property tax assessment, legislation will be drafted and a public hearing will be planned.

Paul Gross CRA

- Due to construction delays, Mr. Gross has requested that the City of London postpone, for one year, the Community Reinvestment Act (CRA) tax abatement for the new development of Sovereign Village. London City Schools has stated that they have no objection to the postponement.
    - Mr. Peters moved to postpone the CRA abatement for Sovereign Village for one year. Mr. Stahl seconded the motion. Mr. Peters and Mr. Stahl voted yes to approve the motion. Mr. Eades abstained from voting but after no justification was given, voted no.

Fire Department Fund

- Mr. Castle explained that the London Fire/EMS Department will need additional operating funds in 2023. The failure of the recent income tax levy makes it necessary to add another levy to the November 2022 ballot. Many ideas were discussed as to how to present the levy request to the voters. The need for a special Finance Committee meeting will be discussed at the next City Council meeting on May 19, 2022.

DEPARTMENT HEAD UPDATES

Tax Director, Amy Marsh

- 2022 General Fund revenues are $2,111,099.40, an increase of $434,889.96 compared to the same time in 2021.
    - April revenues are 38.94% higher than in 2021
- 2022 Fire Fund revenues are $1,042,899.38, an increase of $310,024.96 compared to the same time in 2021.
    - April revenues are 45.6% higher than in 2021

Police Chief, Glenn Nicol

- Explained the need for an additional, plain car for the Department and will be requesting Capital Funds for this type of vehicle instead of a police cruiser
- The job advertisement for the Dispatcher positions has closed. Due to a current Dispatcher off for back surgery, more overtime has been used.
- Stated that he anticipated in being awarded the grant from the Ohio Department of Criminal Justice Services
- Requested permission to apply for a Violence Against Women Act grant from the Ohio Department of Criminal Justice Services. This grant would require a 25% match from the city.
    - Mr. Peters moved to allow Chief Nicol to apply for a Violence Against Women Act form the Ohio Department of Criminal Justice Services. Mr. Stahl seconded the motion and it passed unanimously. Mr. Peters will present legislation for City Council consideration. This legislation will include an emergency clause.
- Requested permission to apply for an Ohio Department of Criminal Justice Services for equipment. This grant would require a 25% match from the city.
    - Mr. Peters moved to allow Chief Nicol to apply for a grant for equipment from the Ohio Department of Criminal Justice Services. Mr. Stahl seconded the motion and it passed unanimously. Mr. Peters will present legislation for City Council consideration. This legislation will include an emergency clause.

Street superintendent, Bill Long

- The St. Rt. 56/38 paving project will begin this week
- Not all of the new traffic signal cameras are synced yet and are still operating on a timer

Safety Service Director, Rex Castle

Parks & Recreation Department

- The concrete repairs needed at the pool are more extensive and expensive than anticipated
- New lifeguard chairs were needed
- Additional costs were incurred to replace the pool lights
- The Parks & Recreation Director candidate rescinded her acceptance of the position

Executive Assistant, Amy Rees

- Despite repeated efforts to fix the issue, the poles holding the swings at Cowling Park continue to be unstable. A $2,269.43 quote for from Penchura for braces was received.
    - Mr. Peters moved to increase appropriations by $2,269.43 in the Parks and Playground Fund to the Improvement Recreation expense line to purchase braces for the Cowling Park swings. Mr. Eades seconded the motion and it passed unanimously. Mr. Peters will present legislation for City Council consideration. The legislation will include an emergency clause.

The next Personnel, Budget & Finance Committee meeting will take place on June 6, 2022 at 6:00pm at City Hall.

The meeting adjourned at 7:37pm.

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Josh Peters, Chairman

Respectfully submitted by Amy Rees