# Personnel, Budget and Finance Committee Agenda
# January 10, 2022

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

**Call to Order**

**Approval of Minutes – December 6, 2021**

**Auditor's Update**

- 2021 Books are closed

**Old Business**

**New Business**

- Fireworks
- Police Dept. Donation Money
- Fire Dept. Donation Money
- Cash Flow Transfers
- Fire Dept.
- Police Dept./Recreation Feasibility Study
- Downtown Revitalization District

**Department Head Updates**

**Schedule February Meeting**

**Personnel, Budget & Finance Committee**

**20 S. Walnut Street**

**January 10, 2022**

**Minutes**

**Committee members present:** Josh Peters and Greg Eades
**City representatives present:** Mayor, Patrick Closser; Safety Service Director, Rex Castle; Auditor, Kenna Combs; Street Superintendent, Bill Long; Tax Director, Amy Marsh; Treasurer, Sue Mosier, Police Chief, Glenn Nicol, Fire/EMS Chief, Todd Eades, Executive Assistant, Amy Rees and Council member Rich Hays
**Community members present:** Michael Norman and Tommy Boyd

The meeting was called to order at 4:32pm.

The minutes of the December 6, 2021 meeting were approved as written.

**Historic Downtown Revitalization Committee (HDRC)**

- Shannon Treynor presented the efforts of the HDRC and subsequent 1811 committee to improve the city's downtown area. The committee received a bill for an annual affiliate membership of Heritage Ohio and requested that funds from the Economic Development fund be used for the $500 annual membership fee.

Mr. Eades moved to appropriate $500 from the economic development fund to pay for an affiliate membership to Heritage Ohio. Mr. Peters seconded the motion and it passed unanimously. Mr. Eades will sponsor the legislation for City Council consideration.

**AUDITOR'S UPDATE**

- The 2021 financial books are closed and all the funds look sound.
- Ohio Open Checkbook is online and reflects the current city finances

**OLD BUSINESS** - none

**NEW BUSINESS**

**Fireworks**

- Last year, the City appropriated $15,000 to cover the cost of the fireworks display. Mayor Closser is requesting the same amount be appropriated for the 2022 4th of July celebration.

  Mr. Peters made a motion to increase appropriations to 101.700.52505 by $15,000 to be used toward the 2022 4th of July fireworks. Mr. Eades seconded the motion and it passed unanimously. Mr. Peters will sponsor the legislation for City Council consideration.

**Police Department Donation**

- Chief Nicol is requesting that donated funds left over from 2021 and additional donated money received in 2022, a total of $6657.36, be reappropriated to be used as needed

  Mr. Eades made a motion to increase appropriations to 101.100.52505 by $6657.36. Mr. Peters seconded the motion and it passed unanimously. Mr. Eades will sponsor the legislation for City Council consideration.

**Fire Department Donation**

- Chief Eades is requesting that $9000.00 of donated money received in 2021 be reappropriated

  Mr. Peters made a motion to increase appropriations to 228.150.52509 by $9000.00. Mr. Eades seconded the motion and it passed unanimously. Mr. Peters will sponsor the legislation for City Council consideration.

**Annual Cash Flow Transfers**

Mr. Eades made a motion to transfer funds from expense lines to revenue lines (see attached). Mr. Peters seconded the motion and it passed unanimously. Mr. Peters will sponsor the legislation for City Council consideration.

**American Recovery Plan (ARP) Grant**

- Mr. Castle requested that ARP funds be used to cover lost revenues due to COVID-19 in the Fire/EMS Department.

  Mr. Peters made a motion to increase appropriations to 256.750.52506 by $458,759.97 now and $400,000.00 in August, 2022. Mr. Eades seconded the motion and it passed unanimously. Mr. Peters will sponsor the legislation for City Council consideration.

**Police Department & Recreation Facility Feasibility Study**

Mr. Castle presented the results if the Police Department and Recreation Facility feasibility study to the committee and proposed a .5% income tax increase to fund the demolition and construction of the new buildings and to fund the Fire/EMS operations.

- Chief Eades reminded the committee that, in 2019, that the City took over EMS services from MCEMD, he stated that his department could operate for three years without needing additional funds.
- Mr. Castle presented comparable cities and their current income tax rates

  Mr. Peters made a motion to place a request for a .5% income tax increase be placed on the May primary election ballot to fund a new Police Department and recreation facility and to fund the Fire/EMS Department operations. There was no second to the motion. The proposed legislation will be discussed in the Safety Committee on January 11, 2022.

**DEPARTMENT HEAD UPDATES**

**Tax Director, Amy Marsh**

- The City received tax revenues of $325,983.47 in November; a 14% increase compared to December, 2020. The City revenues have increased 14.33% for the year, compared to 2020.
- The Fire/EMS Department received tax revenues of $156,698.66 in November; a 23% increase compared to November 2020. The Department revenues have increased 23.9% for the year, compared to 2020.
- All addresses have been updated in the software and withholding statements and not-filed letters will be sent soon
- Will be taking individuals with late payments to small claims court in February

The next Personnel, Budget & Finance Committee meeting will take place on January 10, 2021 at 4:30pm at City Hall.

The meeting adjourned at 5:36pm.

Josh Peters, Chairman
Respectfully submitted by Amy Rees