

Finance Committee Minutes

Honorable Council
City of Newark, Ohio
April 15, 2014

The Finance Committee met in Council Chambers on Monday April 14, 2014 with these members in attendance:

Jeremy Blake, Chair
Doug Marmie
Ryan Bubb

Carol Floyd
Marc Guthrie for Bill Cost Jr.

Mrs. Floyd- provided an update on the condition of Bill Cost's grandson Alex and his wife who is undergoing surgery for a heart condition. She then led everyone in a prayer for Bill and his family.

1. **Resolution No. 14-29** authorizing and directing the Mayor of the City of Newark to prepare and submit an application to the Ohio Development Services Agency for a Community Housing Impact and Preservation Program Grant Award for Federal Fiscal Year 2014 was considered.

Barbara Gilkes- the Department of Development was notified by the State of Ohio that we are eligible to apply for a CHIP grant and we will be submitting that on June 5th. On April 16th at 3:00 we will be having a Housing Advisory Committee meeting to discuss our options under this grant; it also serves as the first public hearing. Some of our choices are owner rehabilitation, rental rehabilitation, home ownership assistance as well as administrative costs and fair housing costs that are what comprises our choices for the CHIP grant.

**Motion by Mrs. Floyd to send to full Council, second by Mr. Bubb
Motion passed by a vote of 5-0.**

2. **Resolution No. 14-30** authorizing and directing the Mayor of the City of Newark to submit an application to the Ohio Department of Public Safety Office for Fiscal Year 2015 Ohio Traffic Safety Grant program was considered.

Barbara Gilkes- the Chief of Police will be notified very soon if he hasn't already been notified that we are eligible for a traffic grant this year. They based it on unfortunately the number of fatalities that we qualified. The grant will run October 1, 2014 through September 30, 2015 it will be a reimbursement grant for overtime in higher risk areas of the city. We have had these grants in the years past.

**Motion by Mr. Bubb to pass on to full Council, second by Mrs. Floyd
Motion passed by a vote of 5-0.**

3. **Resolution No. 14-31** appropriating monies for the current expenses of the municipal corporation was considered.
- a) A request for an appropriation of the unappropriated balance of the 152, Budget Stabilization Fund, in the amount of \$20,000.00 (Operating Transfer)

Account	Description	Amount
152.100.5901001	OPT	\$20,000.00

Director Buskirk- we need to get \$20,000.00 out of the rainy day fund and move it over to professional services.

Mr. Guthrie- can you tell us how exactly that will be used

Director Buskirk- we are using it for contracts

Mr. Guthrie- have we already paid “x” number of dollars

Director Buskirk- yes we have. We were asked earlier in the year when I came in initially or maybe late last year to do it in parts to give Council the opportunity to respond I guess

Mr. Guthrie- what would be the reason these funds were not budgeted for in 2014? Is it just that you didn’t anticipate going this far with contracts.

Director Buskirk- We didn’t have any idea that this would go this far

Mr. Marmie- do you have the documentation from the Law Director that we require making sure that....

Director Buskirk- yes I do

Mr. Marmie- could I get a copy of that

Director Buskirk- absolutely

Motion by Mr. Bubb to send to full Council, second by Mrs. Floyd

Mrs. Loomis- I am just curious since we are pulling out of the rainy day fund if you could give us the balance of the unappropriated funds?

Mr. Blake- of the General Fund?

Mrs. Loomis- yes sir

Mr. Blake- the General Fund unappropriated balance is \$59.50 but Mr. Johnson can explain about a recertification that is going to happen with the County Budget Commission. I will let him explain that when we get to the next piece. If you want the balance of the Budget Stabilization Fund it is \$585,037.64.

Ms. Best- are we using the same guy that didn’t know how many people were on the Fire Department?

Director Buskirk- yes

Ms. Best- does he know how many employees he has

Director Buskirk- yes he does

Motion passed by a 4-1 (Mr. Marmie) vote.

- b) A request for an appropriation of the unappropriated balance of the 100, General Fund, in the amount of \$20,000.00

Account	Description	Amount
100.114.5231	Professional Services	\$20,000.00

Motion by Mr. Bubb to send to full Council, second by Mrs. Floyd

Motion passed by a 4-1 (Mr. Marmie) vote.

Mrs. Floyd- is this where you were going to have Mr. Johnson explain

Mr. Blake- I was going to have him explain at later with the piece of legislation that deals with the General Fund.

- c) A request for an appropriation of the unappropriated balance of the 261, Court Computerization Fund, in the amount of \$50,000.00 (Municipal Court Clerk & Judicial employees)

Account	Description	Amount
261.161.5536	Computer Hardware/Software	\$50,000.00

Judge Stansbury- this is just transferring funds from the Court's own computerization fund to get new computers in the Clerk's office, Court's staff, Small Claims and Probation. The computers are about 7 years old that is about the length that they are expected to last. The primary motivation is that Windows has indicated that they are no longer going to be doing security updates so in an effort to keep all that juicy information secret we are going to switch over to new stuff.

Motion by Mr. Marmie to send to full Council, second by Mrs. Floyd

Motion passed by a vote of 5-0.

4. **Ordinance 14-32** appropriating monies for the current expenses of the municipal corporation was considered.
- a) A request for an appropriation of the unappropriated balance of the 621, Water Department, in the amount of \$71,700.00 (Survey/Layout Tamarack Transmission Line)

Account	Description	Amount
621.706.5231	Professional Services	\$71,700.00

Roger Loomis- this is to appropriate money out of the Water Fund for survey and planning work for what we are calling Tamarack Rd Transmission Lines. This is the initial survey and rough design for this project.

Motion by Mr. Bubb to send to full Council, second by Mr. Marmie
Motion passed by a 5-0 vote.

- b) A request for an appropriation of the unappropriated balance of the 621, Water Department, in the amount of \$10,000.00 (Water portion of GIS software license)

Account	Description	Amount
621.706.5536	Software	\$10,000.00

Roger Loomis- we didn't budget enough for our ELA which is our licensing agreement for our GIS software.

Motion by Mr. Marmie to send to full Council, second by Mr. Bubb
Motion passed by a 5-0 vote.

- c) A request for an appropriation of the unappropriated balance of the 100, General Fund, in the amount of \$5,513.80 (425 Manning St Demo Costs)

Account	Description	Amount
100.127.5238	Services General	\$5,513.80

Barbara Gilkes- Manning St was demolished at the end of 2013. We received the reimbursement from the Attorney General's office. The money was funded largely by the Division of Property Maintenance. The request is to pay back Property Maintenance for loaning the money for the demolition.

Motion by Mr. Bubb to send to full Council, second by Mrs. Floyd
Motion passed by a vote of 5-0.

- d) A request for an appropriation of the unappropriated balance of the 100, General Fund, in the amount of \$17,463.47 (OPT AG Demo Grant)

Account	Description	Amount
100.111.5901293	OPT- AG Demo Grant	\$17,463.47

Barbara Gilkes- the funding is for Phase II of the AG Demo grant. We will be reimbursed for the \$17,463.47 but it is coming out of Capital Improvements then it is transferred into the AG Demo Grant Fund then the third step is to be put into the account and on it a purchase order.

Stephen Johnson- when we all came into the room tonight the unappropriated balance of the General Fund was \$59.50 but after the action of the committee tonight it changes that. For example the \$5500.00 that you just appropriated we have just recently received that and we have not certified that to the County Budget Commission. Once we do that it becomes unappropriated so it goes into the unappropriated balance then this committee takes action to appropriate it. It came into the unappropriated balance and went right back out. We have had several instances this year where we have received a donation for something. When we certify that to the Budget Commission it becomes part of the unappropriated balance. We received it for a purpose so the committee appropriates it then it goes on to Council for the formal appropriation so it goes into the unappropriated balance and comes back out. The \$20,000.00 that came out of Budget Stabilization since it is cutting into the General Fund we have to certify that to the County Budget Commission because it is new revenue into the General Fund. The unappropriated balance is sort of a liquid balance as things occur. What we need to keep an eye is money that comes into the city that was certified to the County we don't appropriate for any purpose then the unappropriated balance grows. Another thing that we have done dealt with a lot over the years and Mr. Marmie probably understands this pretty well, some of these things require three actions because it has to be appropriated to be transferred, then transferred and then appropriated again when it arrives in the fund. It is bookkeeping things that we have to do but we can't do it without Council action.

Motion by Mr. Marmie to send to full Council, second by Mr. Bubb

Mrs. Loomis- to what Mr. Johnson said basically then still in the unappropriated balance is \$59.50

Mr. Blake- correct

Motion passed by a vote of 5-0.

- e) A request for a disappropriation of the unappropriated balance of the 100, General Fund, in the amount of \$17,463.47 (OPT Capital Improvements)

Account Description Amount

100.111.5901335	OPT- CI	\$17,463.47
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**Motion by Mr. Marmie to send to full Council, second by Mr. Bubb
Motion passed by a vote of 5-0.**

- f) A request for an appropriation of the unappropriated balance of the 293, AG Demo Grant Fund, in the amount of \$17,463.47 (100% will be reimbursed by the AG Demo Grant)

Account Description Amount

293.293.5238301	Services General	\$17,463.47
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**Motion by Mr. Bubb to send to full Council, second by Mr. Marmie
Motion passed by a vote of 5-0.**