

January 13, 2022

**FINANCE COMMITTEE**

January 18, 2022

*Committee and Council Meetings can be viewed by accessing YouTube*

*\*\* Due to COVID the meeting location is subject to change based on the current situation*

Council Chambers

5:45pm

**AGENDA**

1. Consider **Resolution No. 22-05 Expedite** A RESOLUTION APPROPRIATING MONIES FOR CURRENT EXPENSES OF THE MUNICIPAL CORPORATION ( \$14,000 -Payout of Comp Time for Ivica Brnjic promoted to Deputy Chief) (\$7,000.00 -Termination Payout for Roger Ferrell resigning 12.22.21 from Cemetery/Parks) (\$13,500.00 -OPT) (\$13,500.00 - Temporary Services) (\$23,000.00 -Payout for retiring Firefighter Michael McNamara) (\$20,000 – Unemployment) (\$103,290.00 – Humane Agent Services for 2020)
2. Consider **Resolution No. 22-07** A RESOLUTION APPROPRIATING MONIES FOR CURRENT EXPENSES OF THE MUNICIPAL CORPORATION ( \$4,241.00 - Insurance money from stolen tractor) (\$3,000 – Refund of City Cremations)
3. Other items at the discretion of the chair

Resolution No. 22-05 Expedite

BY: \_\_\_\_\_

A RESOLUTION APPROPRIATING MONIES FOR CURRENT EXPENSES OF THE MUNICIPAL CORPORATION

WHEREAS, to properly, efficiently and expeditiously conduct business of the City of Newark in the best interest of its citizens, there is an immediate requirement for a certain financial transaction as indicated.

NOW, THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE CITY OF NEWARK, COUNTY OF LICKING, STATE OF OHIO.

Section 1. There is hereby an appropriation of the unappropriated balance of the 153 Comp Abs Fund, in the amount of \$14,000 (Payout of Comp Time for Ivica Brnjic promoted to Deputy Chief)

153.202.5145	Termination Comp	14,000.00
--------------	------------------	-----------

Section 2. There is hereby an appropriation of the unappropriated balance of the 153 Comp Abs Fund, in the amount of \$7,000.00 (Termination Payout for Roger Ferrell resigning 12.22.21 from Cemetery/Parks)

153.432.5144	Termination Vacation	1,500.00
153.432.5145	Termination Comp	5,500.00

Section 3. There is hereby an appropriation of the unappropriated balance of the 100 General Fund, in the amount of \$13,500.00 (OPT)

100.111.5901221	OPT	13,500.00
-----------------	-----	-----------

Section 4. There is hereby an appropriation of the unappropriated balance of the 221 Street Fund, in the amount of \$13,500.00 (Temporary Services)

221.302.5230	Temporary Services	13,500.00
--------------	--------------------	-----------

Section 5. There is hereby an appropriation of the unappropriated balance of the 153 Comp Abs Fund, in the amount of \$23,000.00 ( Payout for retiring Firefighter Michael McNamara)

153.205.5143	Termination Sick	17,500.00
153.205.5144	Termination Vacation	5,000.00
153.205.5145	Termination Comp	500.00

Section 6. There is hereby an appropriation of the unappropriated balance of the 100 General Fund, in the amount of \$20,000 (Unemployment)

100.114.5125	Unemployment	20,000.00
--------------	--------------	-----------

Section 7. There is hereby an appropriation of the unappropriated balance of the 100 General Fund, in the amount of \$103,290.00 (Humane Agent Services for 2020)

100.115.5238	Services General	103,290.00
--------------	------------------	------------

This resolution is a measure providing for an appropriation for current expenses of the municipal corporation; it shall go into effect pursuant to Section 4.07 of the Charter of the City of Newark, Ohio.

Adopted this \_\_\_\_\_ day of \_\_\_\_\_, 2022.

President of Council \_\_\_\_\_

Attest Clerk of Council \_\_\_\_\_

Date filed with Mayor \_\_\_\_\_

Date approved by Mayor \_\_\_\_\_

Mayor \_\_\_\_\_

Aroved as to form Director of Law \_\_\_\_\_

# Finance Committee Request Form

**Appropriate** \*\*From Unappropriated Balance of Specific Fund 153.202 Fund Source

Fund	Dept	Object	Account Description	Amount
153	202	5145	Termination Comp	14,000.00
Total				\$14,000.00

Reason for Appropriations  
 Payout of comp time for Ivica Brnjic being promoted to Deputy Chief.

1. Verify with the Auditor's office to make sure there is a sufficient amount in the unappropriated balance of the fund.
2. Please enter Fund Source from which dollars will be appropriated - Number and Name.

## Disappropriate

Fund	Dept	Object	Account Description	Amount
Total				\$0.00

Reason for Disappropriations

1. Disappropriations will need to be made if funds need removed from a salary account and moved into an operating account.
2. This can only be done if there are sufficient funds to cover remaining expenses in that account for the year.

**Expedite - Waive Second Reading** Yes  No

**Reason**

Requester <i>Cheryl...</i>	Date <i>1/3/2022</i>	
Director <i>[Signature]</i>	Date <i>1/3/22</i>	Approve <input checked="" type="checkbox"/> Disapprove <input type="checkbox"/>
Mayor <i>[Signature]</i>	Date <i>1-3-2022</i>	Approve <input checked="" type="checkbox"/> Disapprove <input type="checkbox"/>
Auditor <i>[Signature]</i>	Date <i>1-4-2022</i>	Approve <input checked="" type="checkbox"/> Disapprove <input type="checkbox"/>

**Finance Committee Action** Date \_\_\_\_\_ Approve  Disapprove

# Finance Committee Request Form

<b>Appropriate</b> **From Unappropriated Balance of Specific Fund			153.432	Fund Source
Fund	Dept	Object	Account Description	Amount
153	432	5144	Termination Vacation	1,500.00
153	432	5145	Termination Comp	5,500.00
Total				<u>\$7,000.00</u>
<b>Reason for Appropriations</b>				
Termination Payout for Roger Ferrell resigning 12.22.21 from Cemetery/Parks.				

1. Verify with the Auditor's office to make sure there is a sufficient amount in the unappropriated balance of the fund.
2. Please enter Fund Source from which dollars will be appropriated - Number and Name.

<b>Disappropriate</b>				
Fund	Dept	Object	Account Description	Amount
Total				<u>\$0.00</u>
<b>Reason for Disappropriations</b>				

1. Disappropriations will need to be made if funds need removed from a salary account and moved into an operating account.
2. This can only be done if there are sufficient funds to cover remaining expenses in that account for the year.

<b>Expedite - Waive Second Reading</b>	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>
--	---	-----------------------------

**Reason**

Requester <i>[Signature]</i>	Date <i>1/3/22</i>		
Director <i>[Signature]</i>	Date <i>1/3/22</i>	Approve <input type="checkbox"/>	Disapprove <input type="checkbox"/>
Mayor <i>[Signature]</i>	Date <i>1-3-2022</i>	Approve <input checked="" type="checkbox"/>	Disapprove <input type="checkbox"/>
Auditor <i>[Signature]</i>	Date <i>1-4-2022</i>	Approve <input checked="" type="checkbox"/>	Disapprove <input type="checkbox"/>

<b>Finance Committee Action</b>	Date _____	Approve <input type="checkbox"/>	Disapprove <input type="checkbox"/>
---------------------------------	------------	----------------------------------	-------------------------------------

# Finance Committee Request Form

<b>Appropriate</b> **From Unappropriated Balance of Specific Fund			100 GF	Fund Source
Fund	Dept	Object	Account Description	Amount
100	111	5901221	OPT	13,500.00
			Total	\$13,500.00

Reason for Appropriations

1. Verify with the Auditor's office to make sure there is a sufficient amount in the unappropriated balance of the fund.
2. Please enter Fund Source from which dollars will be appropriated - Number and Name.

<b>Disappropriate</b>				
Fund	Dept	Object	Account Description	Amount
			Total	\$0.00

Reason for Disappropriations

1. Disappropriations will need to be made if funds need removed from a salary account and moved into an operating account.
2. This can only be done if there are sufficient funds to cover remaining expenses in that account for the year.

<b>Expedite - Waive Second Reading</b>	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>
--	---	-----------------------------

**Reason**

---

Requester \_\_\_\_\_ Date \_\_\_\_\_

Director *[Signature]* Date 1-3-22 Approve  Disapprove

Mayor \_\_\_\_\_ Date \_\_\_\_\_ Approve  Disapprove

Auditor \_\_\_\_\_ Date \_\_\_\_\_ Approve  Disapprove

<b>Finance Committee Action</b>	Date _____	Approve <input type="checkbox"/>	Disapprove <input type="checkbox"/>
---------------------------------	------------	----------------------------------	-------------------------------------

# Finance Committee Request Form

<b>Appropriate</b> **From Unappropriated Balance of Specific Fund			221 - Street	Fund Source
Fund	Dept	Object	Account Description	Amount
221	302	5230	Temporary Services	13,500.00
Total				\$13,500.00
Reason for Appropriations				

1. Verify with the Auditor's office to make sure there is a sufficient amount in the unappropriated balance of the fund.
2. Please enter Fund Source from which dollars will be appropriated - Number and Name.

<b>Disappropriate</b>				
Fund	Dept	Object	Account Description	Amount
Total				\$0.00
Reason for Disappropriations				

1. Disappropriations will need to be made if funds need removed from a salary account and moved into an operating account.
2. This can only be done if there are sufficient funds to cover remaining expenses in that account for the year.

<b>Expedite - Waive Second Reading</b>	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>
--	---	-----------------------------

**Reason**

---

Requester _____	Date _____		
Director <i>T. De R...</i>	Date <i>1-5-22</i>	Approve <input type="checkbox"/>	Disapprove <input type="checkbox"/>
Mayor _____	Date _____	Approve <input type="checkbox"/>	Disapprove <input type="checkbox"/>
Auditor _____	Date _____	Approve <input type="checkbox"/>	Disapprove <input type="checkbox"/>

<b>Finance Committee Action</b>	Date _____	Approve <input type="checkbox"/>	Disapprove <input type="checkbox"/>
---------------------------------	------------	----------------------------------	-------------------------------------

# Finance Committee Request Form

<b>Appropriate</b> **From Unappropriated Balance of Specific Fund			153 - Comp Abs	Fund Source
Fund	Dept	Object	Account Description	Amount
153	205	5143	Termination Sick	17,500.00
153	205	5144	Termination Vacation	5,000.00
153	205	5145	Termination Comp	500.00
			Total	\$23,000.00

Reason for Appropriations  
Payout for Retiring Firefighter Michael McNamara

1. Verify with the Auditor's office to make sure there is a sufficient amount in the unappropriated balance of the fund.

2. Please enter Fund Source from which dollars will be appropriated - Number and Name.

<b>Disappropriate</b>			Account Description	Amount
Fund	Dept	Object		
			Total	\$0.00

Reason for Disappropriations

1. Disappropriations will need to be made if funds need removed from a salary account and moved into an operating account.

2. This can only be done if there are sufficient funds to cover remaining expenses in that account for the year.

<b>Expedite - Waive Second Reading</b>	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>
--	---	-----------------------------

**Reason**

Requester	Date 1/6 JAN 2022		
Director	Date 1/6/22	Approve <input checked="" type="checkbox"/>	Disapprove <input type="checkbox"/>
Mayor	Date 1-6-2022	Approve <input checked="" type="checkbox"/>	Disapprove <input type="checkbox"/>
Auditor	Date	Approve <input type="checkbox"/>	Disapprove <input type="checkbox"/>

<b>Finance Committee Action</b>	Date	Approve <input type="checkbox"/>	Disapprove <input type="checkbox"/>
---------------------------------	------	----------------------------------	-------------------------------------



# Finance Committee Request Form

<b>Appropriate</b> **From Unappropriated Balance of Specific Fund			100- GF	Fund Source
Fund	Dept	Object	Account Description	Amount
100	114	5125	Unemployment	20,000.00
Total				\$20,000.00
Reason for Appropriations				

1. Verify with the Auditor's office to make sure there is a sufficient amount in the unappropriated balance of the fund.
2. Please enter Fund Source from which dollars will be appropriated - Number and Name.

<b>Disappropriate</b>				
Fund	Dept	Object	Account Description	Amount
Total				\$0.00
Reason for Disappropriations				

1. Disappropriations will need to be made if funds need removed from a salary account and moved into an operating account.
2. This can only be done if there are sufficient funds to cover remaining expenses in that account for the year.

<b>Expedite - Waive Second Reading</b>	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>
Reason		

Requester <i>[Signature]</i>	Date 1.12.22	
Director <i>[Signature]</i>	Date 1-10-2022	Approve <input checked="" type="checkbox"/> Disapprove <input type="checkbox"/>
Mayor <i>[Signature]</i>	Date 1-12-2022	Approve <input checked="" type="checkbox"/> Disapprove <input type="checkbox"/>
Auditor <i>[Signature]</i>	Date 1-12-2022	Approve <input checked="" type="checkbox"/> Disapprove <input type="checkbox"/>

<b>Finance Committee Action</b>	Date _____	Approve <input type="checkbox"/> Disapprove <input type="checkbox"/>
---------------------------------	------------	--

# Finance Committee Request Form

**Appropriate** \*\*From Unappropriated Balance of Specific Fund

100 - GF

Fund Source

Fund	Dept	Object	Account Description	Amount
100	115	5238	Services General	103,290.00
<b>Total</b>				<b>\$103,290.00</b>

Reason for Appropriations

Humane Agent Services for 2022

1. Verify with the Auditor's office to make sure there is a sufficient amount in the unappropriated balance of the fund.
2. Please enter Fund Source from which dollars will be appropriated - Number and Name.

## Disappropriate

Fund	Dept	Object	Account Description	Amount
<b>Total</b>				<b>\$0.00</b>

Reason for Disappropriations

1. Disappropriations will need to be made if funds need removed from a salary account and moved into an operating account.
2. This can only be done if there are sufficient funds to cover remaining expenses in that account for the year.

**Expedite - Waive Second Reading**

Yes

No

Reason

Requester \_\_\_\_\_ Date \_\_\_\_\_

Director  \_\_\_\_\_ Date 1/13/22

Approve

Disapprove

Mayor \_\_\_\_\_ Date \_\_\_\_\_

Approve

Disapprove

Auditor \_\_\_\_\_ Date \_\_\_\_\_

Approve

Disapprove

Finance Committee Action

Date \_\_\_\_\_

Approve

Disapprove

Resolution No. 22-07

BY: \_\_\_\_\_

A RESOLUTION APPROPRIATING MONIES FOR CURRENT EXPENSES OF THE MUNICIPAL CORPORATION

WHEREAS, to properly, efficiently and expeditiously conduct business of the City of Newark in the best interest of its citizens, there is an immediate requirement for a certain financial transaction as indicated.

NOW, THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE CITY OF NEWARK, COUNTY OF LICKING, STATE OF OHIO.

Section 1. There is hereby an appropriation of the unappropriated balance of the 100 General Fund, in the amount of \$4,241.00 (Monies from refund of stolen tractor)

100.432.5331	Machinery/Equip	4,241.00
--------------	-----------------	----------

Section 2. There is hereby an appropriation of the unappropriated balance of the 100 General Fund, in the amount of \$3,000.00 (Monies from refund of City cases)

100.432.5238.4	Indigents	3000.00
----------------	-----------	---------

This resolution is a measure providing for an appropriation for current expenses of the municipal corporation; it shall go into effect pursuant to Section 4.07 of the Charter of the City of Newark, Ohio.

Adopted this \_\_\_\_\_ day of \_\_\_\_\_, 2022.

President of Council \_\_\_\_\_

Attest Clerk of Council \_\_\_\_\_

Date filed with Mayor \_\_\_\_\_

Date approved by Mayor \_\_\_\_\_

Mayor \_\_\_\_\_

Aroved as to form Director of Law \_\_\_\_\_

# Finance Committee Request Form

<b>Appropriate</b> **From Unappropriated Balance of Specific Fund			100	Fund Source
Fund	Dept	Object	Account Description	Amount
100	432	5331	Machinery/ Equipment	4,241.00
Total				\$4,241.00
Reason for Appropriations				
Monies from refund of stolen tractor				

1. Verify with the Auditor's office to make sure there is a sufficient amount in the unappropriated balance of the fund.

2. Please enter Fund Source from which dollars will be appropriated - Number and Name.

<b>Disappropriate</b>				
Fund	Dept	Object	Account Description	Amount
100	432	4900	Misc	4,241.00
Total				\$4,241.00
Reason for Disappropriations				
Insurance money from stolen tractor				

1. Disappropriations will need to be made if funds need removed from a salary account and moved into an operating account.

2. This can only be done if there are sufficient funds to cover remaining expenses in that account for the year.

Requester <i>[Signature]</i>	Date <i>1/12/22</i>		
Director <i>[Signature]</i>	Date <i>1/12/22</i>	Approve <input type="checkbox"/>	Disapprove <input type="checkbox"/>
Mayor <i>[Signature]</i>	Date <i>1-12-2022</i>	Approve <input checked="" type="checkbox"/>	Disapprove <input type="checkbox"/>
Auditor <i>[Signature]</i>	Date _____	Approve <input type="checkbox"/>	Disapprove <input type="checkbox"/>
Finance Committee Action		Date _____	Approve <input type="checkbox"/> Disapprove <input type="checkbox"/>

# Finance Committee Request Form

Appropriate **From Unappropriated Balance of Specific Fund			100	Fund Source
Fund	Dept	Object	Account Description	Amount
100	432	5238.4	Indigents	3,000.00
Total				\$3,000.00

Reason for Appropriations  
Monies from refund of City cases

1. Verify with the Auditor's office to make sure there is a sufficient amount in the unappropriated balance of the fund.

2. Please enter Fund Source from which dollars will be appropriated - Number and Name.

Disappropriate				
Fund	Dept	Object	Account Description	Amount
100	432	4900	Misc	3,000.00
Total				\$3,000.00

Reason for Disappropriations  
Refund of City Cremations

1. Disappropriations will need to be made if funds need removed from a salary account and moved into an operating account.

2. This can only be done if there are sufficient funds to cover remaining expenses in that account for the year.

Requester		Date	1/10/22		
Director		Date	1/12/22	Approve	<input checked="" type="checkbox"/>
Mayor		Date	1-12-2022	Approve	<input checked="" type="checkbox"/>
Auditor		Date		Approve	<input type="checkbox"/>

Finance Committee Action	Date	Approve	<input type="checkbox"/>	Disapprove	<input type="checkbox"/>
--------------------------	------	---------	--------------------------	------------	--------------------------