

April 27, 2023

FINANCE COMMITTEE

May 1, 2023

Committee and Council Meetings can be viewed by accessing YouTube

Council Chambers

5:45pm

AGENDA

1. Consider **Resolution No. 23-45** A RESOLUTION AUTHORIZING AND DIRECTING THE MAYOR OF THE CITY OF NEWARK TO SUBMIT AN APPLICATION TO THE OHIO DEPARTMENT OF PUBLIC SAFETY OFFICE FOR FEDERAL FISCAL YEAR 2024 OHIO TRAFFIC SAFETY GRANTS PROGRAMS: SELECTIVE TRAFFIC ENFORCEMENT PROGRAM (STEP) AND THE IMPAIRED DRIVING ENFORCMENT PROGRAM (IDEP).
2. Consider **Resolution No. 23-46** A RESOLUTION AUTHORIZING THE MAYOR OF THE CITY OF NEWARK TO ENTER INTO A COMMUNITY DEVELOPMENT BLOCK GRANT FUNDED SUBRECIPIENT AGREEMENT WITH THE HEREINAFTER NAMED ORGANIZATIONS TO CARRY OUT ACTIVITIES INCLUDED WITHIN NEWARK'S FY 2023 COMMUNITY DEVELOPMENT BLOCK GRANT ONE YEAR ACTION PLAN.
3. Consider **Resolution No. 23-47 Exp** APPROPRIATING MONIES FOR THE CURRENT EXPENSES OF THE MUNICIPAL CORPORATION
4. Consider **Resolution No. 23-48** APPROPRIATING MONIES FOR THE CURRENT EXPENSES OF THE MUNICIPAL CORPORATION
5. Other items at the discretion of the chair

RESOLUTION _____ 23-45 _____

BY: _____

A RESOLUTION AUTHORIZING AND DIRECTING THE MAYOR OF THE CITY OF NEWARK TO SUBMIT AN APPLICATION TO THE OHIO DEPARTMENT OF PUBLIC SAFETY OFFICE FOR FEDERAL FISCAL YEAR 2024 OHIO TRAFFIC SAFETY GRANTS PROGRAMS: SELECTIVE TRAFFIC ENFORCEMENT PROGRAM (STEP) AND THE IMPAIRED DRIVING ENFORCMENT PROGRAM (IDEP).

Whereas, the National Highway Administration and the Federal Highway Administration of the U.S. Department of Transportation provide federal funding for the costs of local law enforcement initiatives designed to improve highway safety; and,

WHEREAS, the City of Newark was notified by the Ohio Department of Public Safety that the City is eligible to submit applications for Fiscal Year 2024 State and Community Highway Funds; and,

WHEREAS, each unit of local government receiving funds must establish special revenue funds into which all payment received by the unit of local government under the Programs are deposited, and it is necessary to establish special revenue accounts for that purpose; and,

WHEREAS, this matter was considered by the Finance Committee of this Council who passed this Ordinance on to the full Council for consideration.

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

Section 1: This Council authorizes and directs the Mayor, or his representative to prepare applications to the Ohio Department of Public Safety Office of the Governor’s Highway Safety Representative, for funding assistance through the Highway Safety Grant Programs: STEP and IDEP to make in connection therewith, all certifications, understandings, and assurances, contained therein.

Section 2: In furtherance of the directives established herein, the Mayor is authorized to take whatever action is legally available to attain such funding in the best interest of the City and its participation in available highway safety funding programs.

Section 3: The Mayor is designated as the authorizing official to enter into an agreement with the Ohio Department of Public Safety Office of the Governor’s Highway Safety Representative, to administer the grant programs and to accept said funds when they become available.

Section 4: There are hereby established a special revenue funds to be know as the Highway Safety Grant Program funds. The Auditor is authorized and directed to deposit all receipts from the Highway Safety Grant Programs into these funds. Monies deposited into the funds are to be used solely for the purpose of improving highway safety.

Section 5: This Ordinance shall become effective upon the earliest date permitted by Article 4.07 of the Charter of the City of Newark, Ohio.

ADOPTED THE _____ DAY OF _____, 2023

_____, COUNCIL PRESIDENT

ATTEST _____, CLERK OF COUNCIL

DATE FILED WITH MAYOR _____

DATE APPROVED BY MAYOR _____

_____, MAYOR

FORM APPROVED _____, DIRECTOR OF LAW

BY: _____

A RESOLUTION AUTHORIZING THE MAYOR OF THE CITY OF NEWARK TO ENTER INTO A COMMUNITY DEVELOPMENT BLOCK GRANT FUNDED SUBRECIPIENT AGREEMENT WITH THE HEREINAFTER NAMED ORGANIZATIONS TO CARRY OUT ACTIVITIES INCLUDED WITHIN NEWARK'S FY 2023 COMMUNITY DEVELOPMENT BLOCK GRANT ONE YEAR ACTION PLAN.

WHEREAS, pursuant to Title I of the Housing and community Development Acts of 1974 and 1990, as amended, the City of Newark has applied for and received a Community Development Block Grant (CDBG) for certain community development activities; and,

WHEREAS, it is necessary to enter into a CDBG funded subrecipient agreement with the hereinafter mentioned organizations to implement the foregoing FY 2023 CDBG funded activity; and,

WHEREAS, it is necessary to authorize the Mayor to enter into the CDBG funded subrecipient agreement; and,

WHEREAS, copies of the proposed subrecipient agreements are on file in the offices of the Director of Public Service and Director of Development.

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

Section 1: The Mayor is hereby authorized and directed to enter into CDBG funded subrecipient agreements with the following organizations for the implementation of the following FY 2023 CDBG funded projects:

- A. Behavioral Healthcare Partners Inc.
- B. St. Vincent de Paul
- C. Licking County Coalition of Care
- D. Newark Development Partners CIC
- E. Licking County Coalition for Housing
- F. Canal Market District
- G. Together We Grow, Inc.

- H. The Woodlands-New Beginnings
- I. St. Vincent Haven
- J. Salvation Army

Section 2: This Resolution shall become effective upon the earliest date permitted by Article 4.07 of the Charter of the City of Newark, Ohio.

ADOPTED THIS _____ DAY OF _____, 2023

_____, PRESIDENT OF COUNCIL

ATTEST: _____, CLERK OF COUNCIL

DATE FILED WITH MAYOR: _____

DATE APPROVED BY MAYOR: _____

SIGNED BY MAYOR; _____

FORM APPROVED BY LAW DIRECTOR: _____

Resolution No.23-47 Exp

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 230 OCJS Fund, in the amount of \$75,300.00 (Grant Dollars received from the State of Ohio Criminal Justice System for body worn cameras for the police department)

230.230.5312	Law Enforcement Supplies	75,300.00
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Section 2. There is hereby a disappropriation of the appropriated balance of the 231 Probation Grant Fund, in the amount of \$11,896.00 (overage in account)

231.113.5111	Wages	11,896.00
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Section 3. There is hereby an appropriation of the unappropriated balance of the 231 Probation Grant Fund, in the amount of \$11,896.00 (Purchase 3 desktop computers and 2 laptops)

231.113.5536	Computer Software	11,896.00
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Section 4. There is hereby an appropriation of the unappropriated balance of the 100 General Fund, in the amount of \$443.00 (Restitution Pymt for damaged/destroyed SCRAM Unit funds to purchase new equipment)

100.116.5312	Law Enforcement Supplies	443.00
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Section 5. There is hereby a disappropriation of the appropriated balance of the 100 General Fund, in the amount of \$20,000.00 (Transfer funds from unfilled Development Engineer position to fund temporary help in Engineering, Zoning, Stormwater and Streetscape maintenance)

100.122.5111	Salaries-Wages	20,000.00
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Section 6. There is hereby an appropriation of the unappropriated balance of the 100 General Fund, in the amount of \$20,000.00 (Transfer Funds from unfilled Development Engineer Position to fund temporary help in Engineering, Zoning, Stormwater and Streetscape maintenance)

100.122.5230	Temporary Services	20,000.00
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Section 7. There is hereby an appropriation of the unappropriated balance of the 100 General Fund, in the amount of \$300,000.00 (Cherry Valley Temp. Bridge - Add'l. construction costs over pre-design estimate costs for street piling foundations and add'l. roadway work to meet new bridge)

100.122.5276000	Maint. Of Streets	300,000.00
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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 _____, 2023.

President of Council _____

Attest Clerk of Council _____

Date filed with Mayor _____

Date approved by Mayor _____

Mayor _____

Approved as to form Director of Law _____, _____

Finance Committee Request Form

Appropriate **From Unappropriated Balance of Specific Fund			230- OCJS	Fund Source
Fund	Dept	Object	Account Description	Amount
230	230	5312	Law Enforcement Supplies	75,300.00
Total				\$75,300.00

Reason for Appropriations
Grant dollars received from the State of Ohio Criminal Justice System for body worn cameras for the police department.

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.

For May 1st
Finance Agenda

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 <input checked="" type="checkbox"/>	No <input type="checkbox"/>
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Reason

Requester <i>Barbara Jukes</i>	Date <i>4/17/23</i>		
Director <i>[Signature]</i>	Date <i>4/17/23</i>	Approve <input checked="" type="checkbox"/>	Disapprove <input type="checkbox"/>
Mayor <i>[Signature]</i>	Date <i>4-18-2023</i>	Approve <input checked="" type="checkbox"/>	Disapprove <input type="checkbox"/>
Auditor <i>[Signature]</i>	Date <i>4-18-23</i>	Approve <input checked="" type="checkbox"/>	Disapprove <input type="checkbox"/>

Finance Committee Action	Date _____	Approve <input type="checkbox"/>	Disapprove <input type="checkbox"/>
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Finance Committee Request Form

Appropriate **From Unappropriated Balance of Specific Fund				Adult Probation Dept	Fund Source
Fund	Dept	Object	Account Description	Amount	
231	113	5536	Computer Software	\$11,896.00	
100	116	5312	Law Enforcement Supplies	\$443.00	
Total				\$12,339.00	

Reason for Appropriations
Purchase of 3 Desktop Computers and 2 Laptops
Restitution Payment for damaged/destroyed SCRAM Unit funds to purchase new equipment

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	
231	113	5111	Wages	\$11,896.00	
Total				\$11,896.00	

Reason for Disappropriations
Overage in Account

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 <input checked="" type="checkbox"/>	No <input type="checkbox"/>
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Reason

Requester	Date <u>4/17/2023</u>		
Director	Date <u>4/18/23</u>	Approve <input checked="" type="checkbox"/>	Disapprove <input type="checkbox"/>
Mayor	Date <u>4.18.2023</u>	Approve <input checked="" type="checkbox"/>	Disapprove <input type="checkbox"/>
Auditor	Date <u>4.18.23</u>	Approve <input checked="" type="checkbox"/>	Disapprove <input type="checkbox"/>

Finance Committee Action	Date _____	Approve <input type="checkbox"/>	Disapprove <input type="checkbox"/>
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Finance Committee Request Form

Appropriate <small>**From Unappropriated Balance of Specific Fund</small>			General Fund	Fund Source
Fund	Dept	Object	Account Description	Amount
335	122	5276000	Maintenance of Streets	300,000.00
100	122	5276000	Maint. of Streets	300,000.00
100	122	5230	Temporary Services	20,000.00
Total				\$320,000.00 \$320,000.00

Reason for Appropriations
~~Cherry Valley Temporary Bridge - Additional construction costs over pre-design estimate, costs for steel piling foundations and additional roadway work to meet the new bridge.~~
 Transfer funds from unfilled Development Engineer position to fund temporary help in Engineering, Zoning and Stormwater - Streetscape maintenance

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	122	5111	Salaries - Wages	20,000.00
Total				\$20,000.00

Reason for Disappropriations
 Transfer funds from unfilled Development Engineer position to fund temporary help in Engineering, Zoning and Stormwater - Streetscape maintenance

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 Pay contractor for additional bridge costs as soon as possible.

Requester <i>Ann R. Marshall</i>	Date <i>4/26/2023</i>		
Director <i>[Signature]</i>	Date <i>4/26/2023</i>	Approve <input checked="" type="checkbox"/>	Disapprove <input type="checkbox"/>
Mayor <i>[Signature]</i>	Date <i>4-26-2023</i>	Approve <input type="checkbox"/>	Disapprove <input type="checkbox"/>
Auditor <i>[Signature]</i>	Date <i>4-26-23</i>	Approve <input checked="" type="checkbox"/>	Disapprove <input type="checkbox"/>

Finance Committee Action	Date _____	Approve <input type="checkbox"/>	Disapprove <input type="checkbox"/>
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Resolution No.23-48

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 \$1,421.62 (Appropriate funds from reimbursement of overtime from the Licking Springs Trout Club fireworks)

100.205.5118	Fire, Overtime	1,421.62
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Section 2. There is hereby an appropriation of the unappropriated balance of the 623 Water Projects Fund, in the amount of \$173,507.22 (Water Booster Stations and Water Plant telemetry systems upgrades. Change order to Water Plant Instrumentation Project)

623.706.5533	Machinery and Equipment	173,507.22
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Section 3. There is hereby an appropriation of the unappropriated balance of the 661 Sewer Projects Fund, in the amount of \$473,423.59 (Principal Payment for 4th Street Sewer Separation Project)

661.712.5145.150	Principal 4 th St. Sewer Separation CSO	473,423.59
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Section 4. There is hereby an appropriation of the unappropriated balance of the 236 CDBG CV Fund, in the amount of \$200,000.00 (To cover salary and project costs for new CDBG CV Energy efficiency activity)

236.219.5111000	Salary and wages	31,000.00
236.219.5122000	PERS	6,000.00
236.219.5124000	Health Insurance	11,300.00
236.219.5124110	Health Ins Non-Afscme Emp Dental	300.00
236.219.5124400	Health Ins Life Ins	200.00
236.219.5126000	Medicare	600.00
236.219.5127000	Workers Comp	600.00
236.219.5238000	Services General	150,000.00

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 _____, 2023.

President of Council _____

Attest Clerk of Council _____

Date filed with Mayor _____

Date approved by Mayor _____

Mayor _____

Approved as to form Director of Law _____, _____

Finance Committee Request Form

Appropriate **From Unappropriated Balance of Specific Fund 100 Fund Source

Fund	Dept	Object	Account Description	Amount
100	205	5118	Fire, Overtime	1,421.62
Total				\$1,421.62

Reason for Appropriations
 Appropriate funds from reimbursement of overtime from the Licking Springs Trout Club
 Fireworks

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

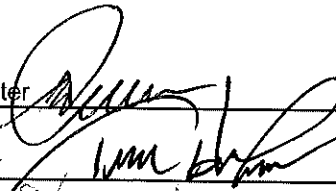
Fund	Dept	Object	Account Description	Amount
Total				\$0.00

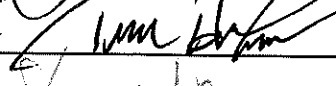
Reason for Disappropriations

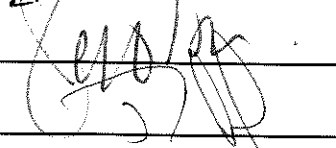
1. Disappropriations will need to be made if funds need removed from a salary account and moved into an operating account.
2. This can only be done if there are sufficient funds to cover remaining expenses in that account for the year.


Expedite - Waive Second Reading Yes No

Reason

Requester  Date 18 APR 2023

Director  Date 4/18/23 Approve Disapprove

Mayor  Date 4-19-2023 Approve Disapprove

Auditor  Date 4-20-23 Approve Disapprove

Finance Committee Action Approve Disapprove

Finance Committee Request Form

Appropriate **From Unappropriated Balance of Specific Fund			623	Fund Source
Fund	Dept	Object	Account Description	Amount
623	706	5533	Machinery and Equipment	173,507.22
Total				\$173,507.22

Reason for Appropriations
 Water Booster Stations and Water Plant telemetry systems upgrades.
 Change Order to Water Plant Instrumentation Project.

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 <input type="checkbox"/>	No <input checked="" type="checkbox"/>
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Reason

Requester <i>[Signature]</i>	Date <i>4/20/2023</i>		
Director <i>[Signature]</i>	Date <i>4/20/20/23</i>	Approve <input checked="" type="checkbox"/>	Disapprove <input type="checkbox"/>
Mayor <i>[Signature]</i>	Date <i>4.21.2023</i>	Approve <input checked="" type="checkbox"/>	Disapprove <input type="checkbox"/>
Auditor <i>[Signature]</i>	Date <i>4-26-23</i>	Approve <input checked="" type="checkbox"/>	Disapprove <input type="checkbox"/>

Finance Committee Action	Date _____	Approve <input type="checkbox"/>	Disapprove <input type="checkbox"/>
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Finance Committee Request Form

Appropriate **From Unappropriated Balance of Specific Fund

661 Fund Source

Fund	Dept	Object	Account Description	Amount
661	712	5415-150	Principal 4th St Sewer Separation CSO	473,423.59
Total				\$473,423.59

Reason for Appropriations
Principal Payment for 4th Street Sewer Separation Project

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>[Signature]</i>	Date <i>4/24/23</i>		
Director <i>[Signature]</i>	Date <i>4/24/23</i>	Approve <input checked="" type="checkbox"/>	Disapprove <input type="checkbox"/>
Mayor <i>[Signature]</i>	Date <i>4-24-2023</i>	Approve <input checked="" type="checkbox"/>	Disapprove <input type="checkbox"/>
Auditor <i>[Signature]</i>	Date <i>4-26-23</i>	Approve <input checked="" type="checkbox"/>	Disapprove <input type="checkbox"/>

Finance Committee Action Date _____ Approve Disapprove

Finance Committee Request Form

Appropriate **From Unappropriated Balance of Specific Fund			236.219 CDBG CV Funds	Fund Source
Fund	Dept	Object	Account Description	Amount
236.	219	5111000	Salaries & Wages	31,000.00
236.	219	5122000	PERS	6,000.00
236.	219	5124000	Health Insurance	11,300.00
236.	219	5124110	Health Ins Non-Afscme Emp. Dental	300.00
236.	219	5124400	Health Ins Life Insurance	200.00
236.	219	5126000	Medicare	600.00
236.	219	5127000	Workers Compensation	600.00
236.	219	5238000	Services General	150,000.00
			Total	\$200,000.00

Reason for Appropriations
 To cover salary and project costs for new CDBG CV Energy Efficiency activity.

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 _____

_____ Date 4/24/2023
 Director [Signature] Date 4/24/23 Approve Disapprove
 Mayor [Signature] Date 4.26.23 Approve Disapprove
 Auditor [Signature] Date 4-26-23 Approve Disapprove

Finance Committee Action Approve Disapprove