

FINANCE COMMITTEE MINUTES

MARCH 20, 2018

The Finance Committee meeting was held on March 20, 2018 at North Royalton City Hall, 14600 State Road. The meeting was called to order at 6:15 p.m.

PRESENT: **Committee Members:** Chairman Larry Antoskiewicz, Paul Marnecheck; **Council:** John Nickell, Dan Langshaw, Cheryl Hannan, Dan Kasaris; **Administration:** Mayor Robert Stefanik, Law Director Thomas Kelly, Finance Director Eric Dean, Fire Chief Robert Chegan, Police Chief Ken Bilinovich, Safety Director Bruce Campbell; **Other:** Lou Krzepina, Alyssa Kasaris, Paul Lord, Jacob, Schindler, Zach Morgan, C. Still.

APPROVAL OF MINUTES

Moved by Mr. Marnecheck, seconded by Mr. Antoskiewicz to **approve the minutes for the February 20, 2018 Finance Committee meeting.** Yeas: 2. Nays: 0. (Petrusky absent) **Motion carried.**

UNFINISHED BUSINESS

1. **Monthly Finance report including tax collections status**

Mr. Dean reviewed these reports, copies of which are attached to these minutes.

2. **Overtime**

Mr. Dean reviewed these reports, copies of which are attached to these minutes.

NEW BUSINESS

1. **Proposed Ordinance – New Fund – 710 Ohio Government Cooperative Fund**

Mr. Dean said this ordinance is being created to track the health care consortium that we joined with Strongsville and get the 2 cities together to try and drive our health care down and get better rates and renewals. The fund is showing the activity in a separate agency fund and it is being required by the State Auditor. Mr. Antoskiewicz asked how this works, if it is from January to December each year. If the pricing is for that year and if we get more cities involved will it be that rate. Mr. Dean said that there will be some type of buy in fee if other cities would like to get involved. It will have to come to the Board meeting and they will have to come up some with some type of buy in fee. Once we have some reserve between the cities we can absorb if we had a big increase in health care we can possibly use some of that money to offset the increase. If another city came in they would have to pay into the reserve to get that benefit. Mr. Dean said this consortium is not binding and the city can look at this at the end of the year if we want to renew or get out of it. Mr. Antoskiewicz asked if this is based on the pool of everyone getting the same benefit. Mr. Dean said that there are 2 sides to the pool, a self-insured and a fully funded pool and they are using the 2 models to come up with the rate. They want to get 1000 people basically in the plan and we are hoping to see a significant savings in our health care renewals. Mr. Kasaris asked where the money comes from that goes into the fund. Mr. Dean said there are 2 parts to the money. The city pays a fully insured amount and that is an x amount of dollars and they take that money to pay claims with. If funds are left over the money stays in the pool. Since Strongsville is self-insured they put money in to pay the fixed claims, they pay their own claims separately and a risk fee every month which stays in the pool to reserve some money for future costs. Mr. Langshaw said this consortium is a good idea and asked when we will be reaching out to other cities. Mr. Dean said it is up to the broker. Once we get more cities involved it will be beneficial. Mr. Nickell asked if we can be a part of the South Suburban consortium. Mr. Dean said that we are focusing on municipalities and this is a better fit rather than joining with the schools.

Moved by Mr. Marnecheck, seconded by Mr. Antoskiewicz to **remove Ordinance 18-30 from committee and recommend approval to Council.** Roll Call: Yeas: 2. Nays: 0. (Petrusky absent) **Motion carried.**

ADJOURNMENT

Moved by Mr. Marnecheck, seconded by Mr. Antoskiewicz to **adjourn the Finance Committee meeting.** Yeas: 2. Nays: 0. (Petrusky absent) **Motion carried. Finance Committee meeting adjourned at 6:26 p.m.**

Dana Schroeder

From: Eric Dean
Sent: Tuesday, March 20, 2018 12:47 PM
To: Cheryl Hannan; Dan Kasaris; Dan Langshaw; Gary Petrusky; John Nickell; Larry Antoskiewicz; Paul Marnecheck
Cc: Robert Stefanik; Dana Schroeder; Laura Haller
Subject: 3/20/18 Finance Meeting Reports
Attachments: February Fund Cash Report.pdf; 2. February Income Tax Report.pdf; February Overtime Report.pdf

Please see the attached Finance report for tonight's meeting.

Here are the highlights-

1. Total month end Fund Balance was \$14,079,272.68 for February.
2. Income tax collections were up for the period of March by \$32,055. This increase was due to additional withholding tax received. The year to date collections remain positive, with a \$68,337.20 increase over 2018 collections at this time.
3. Overtime remains at budgeted levels, with 19% of budget completed with 19% of the year elapsed. At 3/3/2018 we have used 37% of our snow plowing overtime.

Please let me know if you have any questions about the new Ohio Government Benefit Cooperative fund on Ordinance 2018-30. This fund will simply account for the activity of the Ohio Government Benefit Consortium that we joined last year. I was appointed as the fiscal agent, and am therefore responsible for the accounting of the entity.



Eric Dean
Finance Director
City of North Royalton
Ph. 440-582-6234
Fx. 440-237-0470

City of North Royalton
Bank Reconciliation
February 28, 2018

Bank Balance

Bank Statements:

Fifth Third Bank - Operating	\$6,729,035.08
Fifth Third Bank - Payroll	\$ -
Petty Cash	\$ 5,050.00
Fifth Third Bank - Investment Account	\$ 5,739,000.00
Star Ohio - Investment Account	\$ 1,786,369.88
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Total Statements	\$14,259,454.96

Adjustment to Bank Balance:

Deposits in Transit	(1,908.82)
Outstanding Checks	\$ (178,273.46)
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Adjusted Bank Balance	\$14,079,272.68
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Book Balance:

Total All Funds - per Tyler Munis System	\$14,079,272.68
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Difference	\$0.00
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**NORTH ROYALTON
CASH POSITION REPORT
1/01/2018 to 2/28/2018**

3/19/2018
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All Funds		Beginning Cash Balance 1/01/2018	MTD 2/01/2018 - 2/28/2018 Receipts	MTD 2/01/2018 - 2/28/2018 Expense	1/01/2018 thru 2/28/2018 2018 Receipts	1/01/2018 thru 2/28/2018 2018 Expense	Cash Balance w/o Encumb	Thru 2/28/2018 Encumbrances	Ending Balance
101	General Fund	2,033,442.98	1,253,970.88	1,251,361.35	2,685,933.26	2,452,822.42	2,266,553.82	2,117,111.44	149,442.38
203	DARE Fund	-	0.00	0.00	-	-	0.00	-	0.00
205	Enforcement & Education Fund	49,165.66	100.00	0.00	1,578.02	-	50,743.68	-	50,743.68
206	Drug Law Enforcement Fund	1,824.66	0.00	0.00	-	-	1,824.66	-	1,824.66
207	Police Facility Operating Fund	31,684.43	150,936.93	113,537.22	230,641.57	198,535.82	63,790.18	46,831.75	16,958.43
208	Law Enforcement Fund	73,654.78	2,384.50	4,469.29	7,142.50	4,469.29	76,327.99	-	76,327.99
209	EMS Levy Fund	90,806.19	383,925.00	271,534.08	661,050.00	594,303.72	157,552.47	783.69	156,768.78
210	Motor Vehicle License Tax Fund	25,850.79	20,587.50	0.00	40,078.92	-	65,929.71	-	65,929.71
211	SCMR Fund	570,366.99	310,505.08	328,185.69	602,504.59	737,450.69	435,420.89	383,152.37	52,268.52
212	State Highway Fund	129,260.13	9,669.84	21,172.15	17,222.33	46,172.15	100,310.31	8,827.85	91,482.46
213	City Income Tax Fund	88,434.60	30,112.96	2,808.14	86,265.47	48,410.67	126,289.40	-	126,289.40
215	Police Levy Fund	147,839.88	420,000.00	113,464.80	618,000.00	123,842.59	641,997.29	144,043.26	497,954.03
216	Fire Levy Fund	26,706.15	299,000.00	90,000.00	439,000.00	90,000.00	375,706.15	-	375,706.15
217	Recycling Grant Fund	6,517.73	0.00	0.00	-	-	6,517.73	-	6,517.73
218	FEMA Fund	-	0.00	0.00	-	-	0.00	-	0.00
219	Office on Aging Fund	62,782.65	14,945.33	12,250.90	29,808.63	26,320.26	66,271.02	30,562.70	35,708.32
221	NOPEC Grant Fund	-	0.00	0.00	-	-	0.00	-	0.00
236	Court Computer Services Fund	61,135.61	0.00	0.00	-	1,901.00	59,234.61	720.00	58,514.61
237	Community Diversion Fund	41,085.05	50.00	0.00	950.00	-	42,035.05	700.00	41,335.05
238	Cemetery Maintenance Fund	26,620.80	150.00	0.00	250.00	-	26,870.80	-	26,870.80
239	Enterprise Zone Fund	16,776.97	0.00	0.00	-	-	16,776.97	-	16,776.97
249	YMCA Spcial Revenue Fund	156,348.75	36,880.59	0.00	86,916.72	-	243,265.47	-	243,265.47
260	Accrued Balances Fund	546,948.06	26,266.86	0.00	26,266.86	-	573,214.92	-	573,214.92
261	Police Pension Fund	57,857.54	78,000.00	30,634.01	115,000.00	71,423.81	101,433.73	-	101,433.73
262	Fire Pension Fund	44,791.57	78,000.00	52,470.81	115,000.00	106,276.80	53,514.77	-	53,514.77
321	General Bond Retirement Fund	61,840.05	103,000.00	0.00	153,000.00	-	214,840.05	-	214,840.05
341	Special Assess Bond Rtmt Fund	569,767.57	0.00	0.00	-	-	569,767.57	-	569,767.57
414	Industrial Park Fund	-	0.00	0.00	-	-	0.00	-	0.00
430	Service Capital Fund	19,011.38	11,257.23	0.00	11,257.23	-	30,268.61	-	30,268.61
431	Rec Capital Improvement Fund	134,131.92	71,655.08	1,700.00	72,255.08	99,513.08	106,873.92	34,618.84	72,255.08
432	Future Capital Improvem't Fund	620,425.81	17,202.15	3,498.73	18,400.44	3,498.73	635,327.52	9,296.84	626,030.68
433	Storm Sewer & Drainage Fund	137,059.81	87,921.36	16,730.00	188,796.01	22,140.00	303,715.82	151,179.50	152,536.32
434	Fire Capital Improvement Fund	590,759.03	66,778.85	7,027.60	81,648.97	22,179.74	650,228.26	115,685.62	534,542.64
435	Route 82 Fund	348,469.31	0.00	0.00	-	-	348,469.31	-	348,469.31
437	YMCA Capital Reserve	151,370.31	7,504.82	0.00	7,504.82	-	158,875.13	-	158,875.13
442	Issue 1 - Bennet Road	6,837.02	0.00	0.00	-	-	6,837.02	-	6,837.02
443	Edgerton Road Waterline Fund	-	0.00	0.00	-	-	0.00	-	0.00
444	Excessive Load Fund	43,667.00	0.00	0.00	542.00	-	44,209.00	-	44,209.00
445	Water Main Fund	47,065.44	0.00	0.00	750.00	-	47,815.44	7,850.00	39,965.44
446	State & Wallings Intersection	-	0.00	0.00	-	-	0.00	-	0.00

**NORTH ROYALTON
CASH POSITION REPORT
1/01/2018 to 2/28/2018**

3/19/2018
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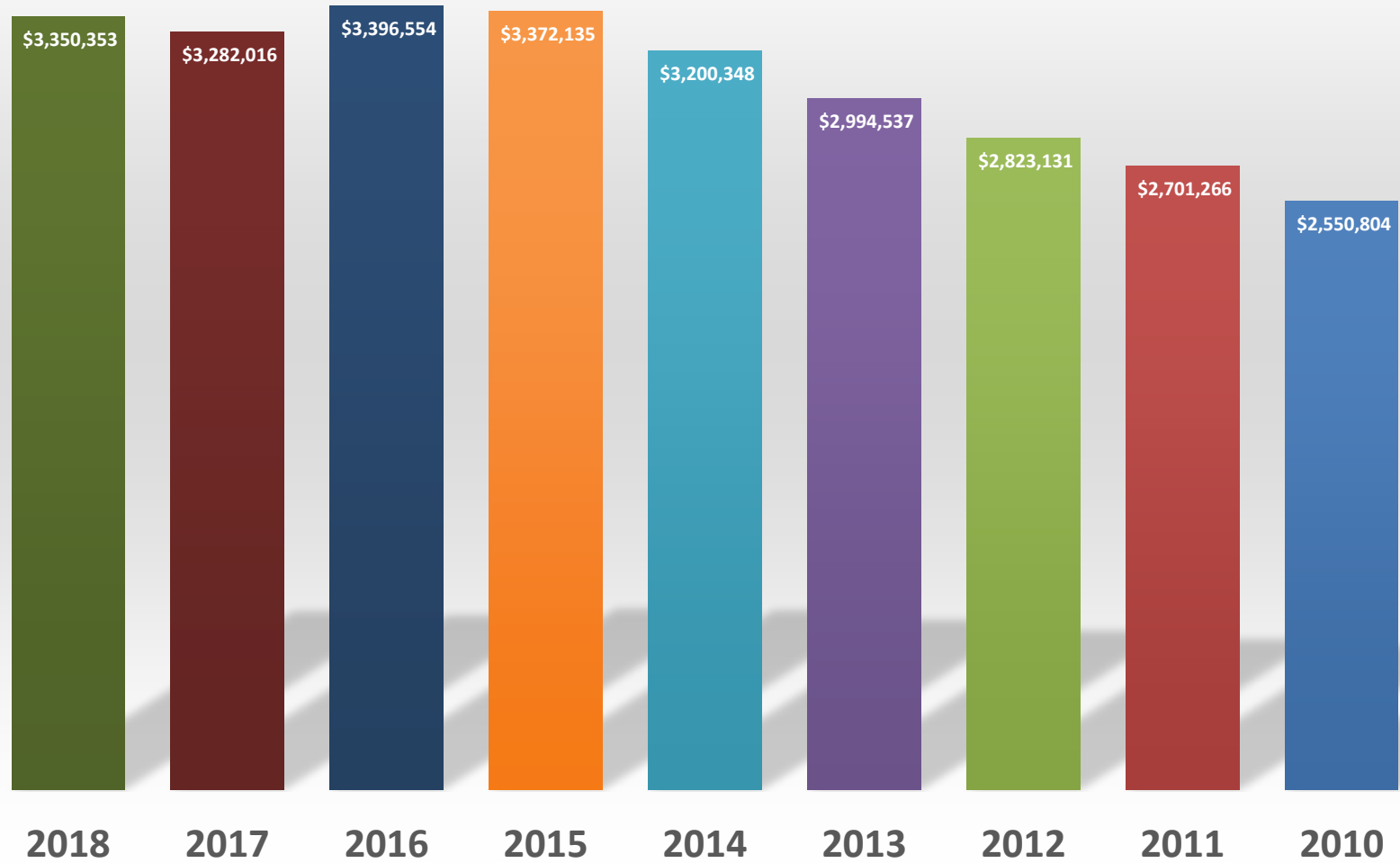
All Funds		Beginning Cash Balance 1/01/2018	MTD 2/01/2018 - 2/28/2018 Receipts	MTD 2/01/2018 - 2/28/2018 Expense	1/01/2018 thru 2/28/2018 2018 Receipts	1/01/2018 thru 2/28/2018 2018 Expense	Cash Balance w/o Encumb	Thru 2/28/2018 Encumbrances	Ending Balance
448	York Road Sewer Fund	46.52	0.00	0.00	-	-	46.52	-	46.52
449	YMCA Capital Improvement Fund	-	0.00	0.00	-	1,170.00	-1,170.00	-	-1,170.00
451	Issue 1 - Sprague Rd	122,075.11	0.00	0.00	-	-	122,075.11	-	122,075.11
551	Wastewater Treatment Fund	3,745,076.50	202,860.59	349,420.50	533,762.99	1,162,916.39	3,115,923.10	1,490,754.74	1,625,168.36
552	Wastewater Maintenance Fund	239,217.11	391,127.61	294,528.54	564,353.45	435,481.09	368,089.47	83,733.28	284,356.19
553	Wastewater Debt Service Fund	970,710.73	29,002.01	0.00	88,249.71	-	1,058,960.44	-	1,058,960.44
555	Wastewater Rep & Replace Fund	106,050.04	77,288.15	5,449.73	110,557.27	72,124.14	144,483.17	60,528.60	83,954.57
556	WW NR Conv Fund	-	0.00	0.00	-	-	0.00	-	0.00
557	WW NEORSD Conv Fund	-	0.00	0.00	-	-	0.00	-	0.00
763	Improvement Holding Fund	337,304.33	1,000.00	950.00	2,000.00	950.00	338,354.33	-	338,354.33
764	OBBS Fund	1,957.19	125.40	1,024.31	358.02	1,959.18	356.03	-	356.03
766	Bldg Construction Bond Fund	237,050.00	500.00	500.00	6,500.00	1,000.00	242,550.00	-	242,550.00
768	Office on Aging Trust Fund	13,515.67	0.00	0.00	-	887.78	12,627.89	-	12,627.89
769	Unclaimed Funds	8,167.35	0.00	0.00	-	-	8,167.35	-	8,167.35
Total All Funds		12,801,477.17	4,182,708.72	2,972,717.85	7,603,544.86	6,325,749.35	14,079,272.68	4,686,380.48	9,392,892.20

City of North Royalton
City Income Tax Collections
3/13/2018

CURRENT MONTHLY RECEIPTS		Net Receipts
collections for the month of February-2018 / March-2018		\$ 851,417.63
received in		
YEAR TO DATE RECEIPTS		Net Receipts
Fiscal Year 2018		\$ 3,350,352.93
Fiscal Year 2017		\$ 3,282,015.73
Increase (Decrease)		\$ 68,337.20

COLLECTION DETAIL					
	This Year	Prior Year			
	March-2018	March-2017	Difference		%
WITHHOLDING	\$ 532,484.72	\$ 499,767.77	\$ 32,717		6.55%
INDIVIDUAL TAXES	\$ 314,609.10	\$ 316,976.27	\$ (2,367)		-1%
NET PROFIT TAXES	\$ 33,143.37	\$ 31,582.61	\$ 1,561		5%
TOTAL GROSS RECEIPTS	\$ 880,237.19	\$ 848,326.65	\$ 31,911		4%
3% withholding for collection					
fees	(26,407.12)	(25,449.80)	\$ (957)		4%
legal fees/court costs	(2,412.44)	(3,514.66)	\$ 1,102		-31%
TOTAL LEGAL FEES AND COLLECTION COSTS	(28,819.56)	(28,964.46)	144.90		-1%
TOTAL NET RECEIPTS	851,417.63	819,362.19	\$ 32,055		3.91%

Year to Date Income Tax



Net Collections

CITY OF NORTH ROYALTON
Income Tax Receipts Summary

2018

#101 - General Fund			#101 - General	#207 Police Facility	#211 - SCMR	#219 Office on Aging	#213 - Income Tax	#433 - Storm Water	Refunds	Overhead & Legal Fees	Net Receipts
Month Received	Original Tax	Additional Tax									
January	\$ 935,808.54	\$ 198,749.29	\$ 1,134,557.83	\$ 16,666.67	\$ 198,749.29	\$ 14,583.33	\$ 58,347.52	\$ 99,374.65	\$ (2,195.01)	\$ (50,752.32)	\$ 1,469,331.96
February	563,391.49	175,842.73	739,234.22	16,666.67	175,842.73	14,583.33	35,399.79	87,921.36	(5,306.37)	(34,738.39)	1,029,603.34
March	462,943.38	222,500.45	685,443.83	16,666.67	148,333.63	14,583.33	28,835.01	-	(13,625.28)	(28,819.56)	851,417.63
April			-		-						-
May			-		-						-
June			-		-						-
July			-		-						-
August			-		-						-
September			-		-						-
October			-		-						-
November			-		-						-
December			-		-						-
Total	\$ 1,962,143.41	\$ 597,092.47	\$ 2,559,235.88	\$ 50,000.01	\$ 522,925.65	\$ 43,749.99	\$ 122,582.32	\$ 187,296.01	\$ (21,126.66)	\$ (114,310.27)	\$ 3,350,352.93
Original Fiscal Budget			\$ 12,000,000.00	\$ 200,000.00	\$ 2,100,000.00	\$ 175,000.00	\$ 720,000.00	\$ 650,000.00	\$ (300,000.00)	\$ (475,000.00)	\$ 15,070,000.00
			21%	25%	25%	25%	17%	29%	7%	24%	22%

2017

#101 - General Fund			#101 - General	#207 Police Facility	#211 - SCMR	#219 Office on Aging	#213 - Income Tax	#433 - Storm Water	Refunds	Overhead & Legal Fees	Net Receipts
Month Received	Original Tax	Additional Tax									
January	\$ 913,255.01	\$ 167,494.28	\$ 1,080,749.29	\$ 16,666.67	\$ 167,494.28	\$ 14,583.33	\$ 56,982.26	\$ 83,747.14	\$ (6,377.22)	\$ (45,405.77)	\$ 1,368,439.98
February	613,248.70	181,032.16	794,280.86	16,666.67	181,032.16	14,583.33	38,497.99	90,516.08	(3,852.86)	(37,510.67)	1,094,213.56
March	494,526.68	120,268.36	614,795.04	16,666.67	120,268.36	14,583.33	31,121.48	60,134.18	(9,242.41)	(28,964.46)	819,362.19
April	816,414.19	178,713.64	995,127.83	16,666.67	178,713.64	14,583.33	47,417.81	89,356.82	(38,348.58)	(66,436.60)	1,237,080.92
May	1,409,089.03	296,186.40	1,705,275.43	16,666.67	236,949.12	14,583.33	83,281.51	59,237.28	(71,766.85)	(63,828.56)	1,980,397.93
June	1,042,026.76	338,696.30	1,380,723.06	16,666.67	225,797.53	14,583.33	63,092.10	-	(32,695.45)	(52,138.48)	1,616,028.76
July	1,010,492.21	288,452.53	1,298,944.74	16,666.67	192,301.68	14,583.33	61,027.96	-	(33,227.01)	(52,410.55)	1,497,886.82
August	700,837.88	249,405.70	950,243.58	16,666.67	166,270.46	14,583.33	42,288.00	-	(30,848.83)	(38,726.97)	1,120,476.24
September	564,137.20	184,420.64	748,557.84	16,666.67	147,536.51	14,583.33	34,676.33	36,884.13	(17,762.07)	(34,362.69)	946,780.05
October	1,023,489.50	178,417.53	1,201,907.03	16,666.67	285,143.56	14,583.33	63,785.47	51,506.79	(2,766.66)	(52,667.20)	1,578,158.99
November	647,849.60	207,827.70	855,677.30	16,666.67	150,000.00	14,583.33	40,379.69	100,000.00	(8,688.85)	(37,795.57)	1,130,822.57
December	477,224.16	162,416.70	639,640.86	16,666.63	110,000.00	14,583.37	30,224.69	80,000.00	(5,396.84)	(29,557.20)	856,161.51
Total	\$ 9,712,590.92	\$ 2,553,331.94	\$ 12,265,922.86	\$ 200,000.00	\$ 2,161,507.30	\$ 175,000.00	\$ 592,775.29	\$ 651,382.42	\$ (260,973.63)	\$ (539,804.72)	\$ 15,245,809.52
Original Fiscal Budget			\$ 11,900,000.00	\$ 200,000.00	\$ 2,150,000.00	\$ 175,000.00	\$ 720,000.00	\$ 650,000.00	\$ (300,000.00)	\$ (450,000.00)	\$ 15,045,000.00
			103%	100%	101%	100%	82%	100%	87%	120%	101%

NOTES: Shaded colums reflect the additional tax.

CITY OF NORTH ROYALTON
Summary of Overtime Budgets
2018 Fiscal Year

at 3/3/2018

Fund	Department	2018 Budget	2018 Actual
General Fund	Police Department	\$ 180,000	\$ 46,837
General Fund	Animal Control	2,000	37
General Fund	Fire Department	5,000	700
General Fund	Dispatch	6,800	1,173
General Fund	Parks & Recreation	20,000	1,785
General Fund	Building Department	1,000	-
General Fund	Mayor's Office	2,050	427
General Fund	Finance Department	2,020	332
General Fund	Engineering	200	723
General Fund	Legislative Activity	1,050	-
General Fund	Mayor's Court	5,050	168
Police Facility Operating	Jail	40,000	5,504
EMS Fund	Fire Department	425,000	47,976
SCMR	Streets	20,200	11,864
SCMR	Snow removal	35,350	13,413
Office on Aging	Senior Assistance	5,000	-
Community Diversion	Police Department	5,000	-
Waste Water	Treatment	85,850	13,016
Waste Water	Storms Sewer and Drainage	19,000	3,119
Waste Water	Maintenance	35,500	5,123
		\$ 814,464	\$ 152,197

19%

Current Date Represents This Percentage of the Year- 19%